

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
E-Mail: BrownCountyCountyBoard@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
May 15 – 19, 2017**

MONDAY, MAY 15, 2017

*3:30 pm	Housing Authority	Room 604, City Hall 100 N. Jefferson Street
-----------------	--------------------------	--

TUESDAY, MAY 16, 2017

*4:30 pm	Veterans Recognition Subcommittee	Room 201, Northern Building 305 E. Walnut Street
-----------------	--	---

WEDNESDAY, MAY 17, 2017

*12:00 pm	Mental Health Treatment Ad Hoc Committee – <i>NOTE LOCATION</i>	Wellness Room, ADRC 300 S. Adams Street
------------------	--	--

*7:00 pm	Brown County Board of Supervisors	Legislative Room 203, City Hall 100 N. Jefferson Street
-----------------	--	--

THURSDAY, MAY 18, 2017

(No Meetings)

FRIDAY, MAY 19, 2017

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

AGENDA
BROWN COUNTY HOUSING AUTHORITY
Monday, May 15, 2017, 3:30 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

(Note: This is a joint meeting of the Brown County Housing Authority and the Board of Directors of Integrated Community Solutions, Inc.)

BCHA MEMBERS: Ann Hartman – Chair, Sup. Andy Nicholson – Vice-Chair, Tom Deidrick, Corday Goddard, and Andy Williams

ICS MEMBERS: Randall Gast – Chair, Dave Wouters, Kelly Runge, Lynn Green, Andrew Dilling, Katie Olbinski, and Jake Dittman

APPROVAL OF MINUTES:

1. Approval of the minutes from the April 17, 2017, meeting of the Brown County Housing Authority.

ELECTION OF OFFICERS OF BCHA:

COMMUNICATIONS:

2. Letter from HUD Dated May 1, 2017, of SEMAP Approval.

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program:
 - A. Preliminary Applications
 - B. Unit Count
 - C. Housing Assistance Payments Expenses
 - D. Housing Quality Standard Inspection Compliance
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
 - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)
 - G. VASH Reports (new VASH and active VASH)
 - H. Langan Investigations Criminal Background Screening and Fraud Investigations
4. ICS's Annual Report for 2016.

OLD BUSINESS:

NEW BUSINESS:

5. Consideration with possible action on goals and mission of the BCHA and ICS, as well as general discussion regarding the state of the HCV Program in Brown County.
6. Consideration with possible action on approval of Passbook Savings Rate.

BILLS AND FINANCIAL REPORT:

7. Consideration with possible action on acceptance of BCHA bills.
8. Consideration with possible action on acceptance of BCHA financial report.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

9. Date of next BCHA meeting: June 19, 2017.

Any person wishing to attend who, because of a disability, requires special accommodation should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. the day before the meeting so that arrangements can be made.

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

VETERANS SUBCOMMITTEE

Bernie Erickson, Chair
Ed Koslowski, Vice Chair
Louise Dahlke, Jim Haskins,
Delores Pierce, Duane Pierce,
Joe Witkowski

****Running Total of Veterans' Certificates: 1802**

VETERANS' RECOGNITION SUBCOMMITTEE

Tuesday, May 16, 2017

4:30 pm

Room 201, Northern Building

305 E. Walnut Street

Green Bay, WI

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

1. Call Meeting to Order.
2. Invocation.
3. Approve/Modify Agenda.
4. Approve/Modify Minutes of April 18, 2017.
5. Budget Status Financial Report for March, 2017.
6. Acceptance of Donations.
 - a. \$1,000 from Associated Bank.
 - b. \$300 from Amvets.
7. Update re: Honor Rewards Program.
8. Update re: 2017 Veterans' Appreciation Day at the Brown County Fair.
 - a. Set timeline.
9. Report from CVSO Jerry Polus.
10. Possible Outing for PTSD Veterans.
11. Report from Committee Members Present (Erickson, Dahlke, Haskins, Koslowski, Pierce & Witkowski).

12. Such Other Matters as Authorized by Law.

13. Adjourn.

Bernie Erickson, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

Phone: (920) 448-4015 FAX (920) 448-6221

E-Mail: BC_County_Board@co.brown.wi.us

Guy Zima, Chairman

Erik Hoyer, Vice Chairman

MENTAL HEALTH TREATMENT COMMITTEE: AD HOC

Wednesday, May 17, 2017

12:00 p.m.

Wellness Room, Aging & Disability Resource Center

300 South Adams Street

Green Bay, Wisconsin

- I. Call to Order.
 - II. Approve/Modify Agenda.
 - III. Approve/Modify Minutes of April 18, 2017.
-
1. Communication from Chair Zima and Judge Zuidmulder re: Have staff provide a breakdown and explanation of the expenditures made from the \$1.5 million dollars allocated for mental health services during the County budget process for 2016 and 2017.
 2. Update re: Long range mental health needs in Brown County including what could be funded by County Executive Streckenbach's proposed half-percent sales tax.
 3. Report re: Sequential Intercept Mapping.
 4. Discussion, review and possible action: Request that Brown County review its past and present mental health services and develop a more comprehensive plan to treat both short and long term mental health patients including but not limited to 1) alcohol and drug abuse detox and treatment; and 2) children, adolescent and adult mental health treatment.
 5. Discussion, review and possible action: Request that the Human Services Director and Brown County Sheriff work together to develop a plan to provide a treatment plan for prisoners who presently make up a third of our jail population.
 6. Discussion re: Recertifying County operations to return to previous services providing long-term care.
 7. Update re: Outreach efforts.
 8. Regional utilization of Trempealeau County Health Care Center.
 9. Discussion re: Juvenile justice/school system representation on this committee.
 10. Such other matters as authorized by law.

11. Adjourn.

Guy Zima, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE: (920) 448-4015 FAX: (920) 448-6221

E-mail: BC_County_Board@co.brown.wi.us.

PATRICK W. MOYNIHAN JR., CHAIR

THOMAS J. LUND, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Wednesday, May 17, 2017 at 7:00 p.m.,** in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

NOTICE IS HEREBY GIVEN THAT THE COUNTY BOARD MAY TAKE ACTION ON ANY ITEM ON THE AGENDA

The following matters will be considered:

Call to Order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

1. **Adoption of Agenda.**
2. **Comments from the Public:**
 - a. State name and address for the record.
 - b. Comments will be limited to five minutes.
 - c. The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.
3. **Committee of the Whole**
 - a. County Executive's Debt Reduction Infrastructure and Property Tax Relief Plan.
 - b. Discussion and possible action re: Ordinance: Creating Chapter 9 of the Brown County Code of Ordinances Entitled "Brown County Sales and Use Tax".
4. **Approval of Minutes of April 19, 2017.**
5. **Announcements of Supervisors.**
6. **Communications:**
 - a. Late Communications.
7. **Appointments:**

County Executive:

 - a. Confirmation of Kathryn A. Roellich as Brown County Human Resources Director.
8. **Reports by:**
 - a. County Executive.
 - b. County Board Chair.

9. Other Reports: (None)

10. Standing Committee Reports:

a) **REPORT OF ADMINISTRATION COMMITTEE OF MAY 3, 2017:**

1. Review minutes of: None.
2. Budget Adjustment Request (17-27) re: Any increases in expenses with an offsetting increase in revenue. To approve.
3. Budget Adjustment Request (17-34) re: Any increases in expenses with an offsetting increase in revenue. To approve.
4. Resolution re: 2016 Balanced Budget Adjustment. To approve. See Resolutions, Ordinances.
5. Initial Resolutions Authorizing the Issuance of Not to Exceed \$9,525,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in One or More Series at One or More Times. To approve. See Resolutions, Ordinances.
6. Update on Facilities Needs from all Departments.
 - a. 2018 Equipment Requests – Clerk \$300,000 Electronic Poll Books (County Wide). *No action taken.*
7. County Clerk - Budget Status Financial Report for March 2017 (Unaudited). Receive and place on file
8. County Clerk - Request that Brown County draft a resolution in support of the Recount Reform Bill, similar to what Outagamie County Board of Supervisors passed. To approve. Motion Failed 2 to 2.
9. Technology Services - Budget Status Financial Report for March 2017 (Unaudited). Receive and place on file.
10. Technology Services - Approval of 2017 BCCAN West Side Expansion 1 Project Bid Results. To approve.
11. Technology Services Monthly Report. Receive and place on file.
12. Child Support - Budget Status Financial Report for March 2017 (Unaudited). Receive and place on file
13. Child Support - Departmental Openings Summary. Receive and place on file.
14. Child Support - Director Summary. Receive and place on file.
15. Corporation Counsel - Update on Oneida Nation Service Agreement with Brown County negotiations. *No action taken.*
16. Corporation Counsel Report. Receive and place on file.
17. Treasurer - Discussion and possible action on the sale of the following tax deed parcel: Parcel HB-855-3 (Hobart) at 973 Haven Place. To approve accepting the bid of \$242,000 from Best Enterprises, Frank Calaway, DePere, WI.
18. Treasurer - Discussion and possible action on the sale of the following tax deed parcel: Parcel PI-207-5 (Pittsfield) on Redwood Drive. To accept the \$249.28 in back taxes, interest and penalty plus a \$30 recording fee to Register of Deeds from Alice Fruit.
19. Treasurer - Discussion and possible action – Providing/mailling Receipts for Property Tax Payments – *From March 2017 meeting.* Receive and place on file.
20. Treasurer - Discussion and possible action – Providing/mailling 2nd Installment Reminders for Property Tax Payments – *From March 2017 meeting.* Receive and place on file.
21. HR - Budget Status Financial Report for March 2017 (Unaudited). Receive and place on file.
22. HR - Human Resources Director's Report. Receive and place on file.
23. HR - Turnover Reports. Receive and place on file.
24. HR - Department Vacancies Report. Receive and place on file.
25. HR - Worker's Compensation Reports. Receive and place on file.
26. Dept. of Admin-Budget Status Financial Report for March 2017 (Unaudited). Receive and place on file.
27. Dept. of Admin - Budget Adjustment Log. Receive and place on file.
28. Dept. of Admin - Departmental Opening Summary. Receive and place on file.
29. Dept. of Admin - Director's Report. Receive and place on file.
30. Audit of bills. *Bills were signed, no motion made.*

b) REPORT OF EDUCATION AND RECREATION COMMITTEE OF APRIL 27, 2017:

1. Review Minutes of:
 - a. Library Board (February 16, 2017). Receive and place on file.
 - b. Neville Public Museum Governing Board (March 13 and April 10, 2017). Receive and place on file.
2. Golf Course Budget Status Financial Report for March 2017-Unaudited. Receive and place on file
3. Golf Course - Superintendent's Report. Receive and place on file.
4. NEW Zoo Budget Status Financial Report for March 2017 - Unaudited. Receive and place on file.
5. NEW Zoo Director's Report and Zoo Monthly Activity Reports. Receive and place on file.
6. Park Mgmt. - Budget Status Financial Report for March 2017 -- Unaudited. Receive and place on file.
7. Park Mgmt. - March 2017 Park Attendance and Field Staff Reports. Receive and place on file.
8. Park Mgmt. - Presentation and Discussion: Parks 5-year Comprehensive Outdoor Recreation Plan. *No action taken.*
9. Park Mgmt. - Resolution Adopting the Brown County Comprehensive Outdoor Recreation Plan 2017-2021. To approve with the addition of the language that would include reference to an evaluation of land acquisition on a case by case basis. See Resolutions, Ordinances.
10. Park Mgmt. - Assistant Director's Report. Receive and place on file.
11. Library Budget Status Financial Report for March 2017 - Unaudited. Receive and place on file.
12. Library - February Library Report. Receive and place on file.
13. Library - Director's Report. Receive and place on file.
14. Museum Budget Status Financial Report for March 2017 - Unaudited. Receive and place on file.
15. Museum - Resolution re: 2016 Balanced Budget Adjustment. To approve. See Resolutions, Ordinances.
16. Museum - Director's Report. Receive and place on file.
17. Museum - Presentation re: Visitors Experience and Architectural Master Plan for Core Gallery. *No action taken.*
18. Resch Centre/Arena/Shopko Hall -- Complex Attendance for the Brown County Veterans Memorial Complex for March 2017. Receive and place on file.
19. Audit of bills. To pay the bills.

c) EXECUTIVE COMMITTEE OF MAY 8, 2017:

1. Review Minutes of:
 - a. LEAN Steering Committee for February 9, March 9 and April 6, 2017. Receive and place on file.
2. Legal Bills - Review and Possible Action on Legal Bills to be paid. To approve.
3. Communication from Supervisor Evans re: To have Corporation Counsel and Human Resources review Chapter 4 and the Employee Handbook Chapter 30.01 as it relates to language for Progressive Discipline and make appropriate suggestions as how to incorporate such language and procedures. *Held for one month.* To hold for one month.
4. Communication from Supervisor Schadeewald re: Request for an update on the Oneida Service Agreement. To refer to staff.
5. Budget Adjustment Request (17-30): Any increase in expenses with an offsetting increase in revenue -- UW-Extension. To approve.
6. Budget Adjustment Request (17-31): Any allocation from a department's fund balance -- UW-Extension. To approve.
7. Budget Adjustment Request (17-35): Any increase in expenses with an offsetting increase in revenue -- Veterans' Recognition Subcommittee. To approve.
8. An Ordinance to Create Chapter 43 of the Brown County Code of Ordinances Entitled "Property Assessed Clean Energy Financing". *Referred back from April County Board.*
 - a. To suspend the rules and take Items 8 & 9 together.
 - b. To hold Items 8 & 9 for one month. See Resolutions, Ordinances.
9. Property Assessed Clean Energy (PACE) Resolution. *Held for one month & Referred back from April County Board.* See action at Item 8. See Resolutions, Ordinances.
10. Resolution re: 2016 Balanced Budget Adjustment. To approve. See Resolutions, Ordinances.
11. Initial Resolutions Authorizing the Issuance of Note to Exceed \$9,525,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in One or More Series at One or More Times. To approve. Carried 5 to 1. See Resolutions, Ordinances.

12. Resolution re: Table of Organization Change for the Human Services Department – Public Health Division Nurse Manager – Health Position. To approve. See Resolutions, Ordinances.
13. Resolution re: Authority to Executive a 2017 Labor Agreement with the Brown County Electricians. To approve. See Resolutions, Ordinances.
14. Standing Item - Discussion of 2.12 of the County Code of Ordinances: The duties and responsibilities of the EXECUTIVE COMMITTEE. *No action taken.*
15. Internal Auditor Report
 - a. Board of Supervisors & Veterans' Recognition Subcommittee Budget Status Financial Reports – March 2017 (Unaudited). Receive and place on file.
 - b. Legal Bills Paid (2010 Through 1st Quarter 2017). Receive and place on file.
 - c. Status Update: April 1 – April 30, 2017. Receive and place on file.
16. Human Resources. Receive and place on file.
17. County Executive Report. *No report.*
18. Open Session: Review and discussion, if any, of the response(s) received to the Request for Information (RFI) regarding redevelopment of the Brown County Veterans Arena and Shopko Hall. Enter into closed session. *No action taken.*
19. Closed Session: Review and discussion of the response(s) received to the Request for Information (RFI) regarding redevelopment of the Brown County Veterans Arena and Shopko Hall. Notice is hereby given that the governmental body will adjourn into closed session pursuant to Wis. Stat. Sec. 19.85(1)(e) for competitive and bargaining reasons regarding the RFI responses received which contain proprietary and confidential information which qualifies as a trade secret as provided in Wis. Stat. Sec. 19.36(5). Return to Regular Order of Business by Reconvening in Open Session. *No closed session was held.*
20. Reconvene in Open Session: Review and discussion, if any, of responses to the Request for Information (RFI) responses received regarding the redevelopment of the Brown County Veterans Arena and Shopko Hall. *No closed session was held.*

d) REPORT OF HUMAN SERVICES COMMITTEE of APRIL 26, 2017:

1. Review Minutes of:
 - a. Aging & Disability Resource Center (February 23, 2017).
 - b. Children with Disabilities Education Board (February 27 and March 23, 2017).
 - c. Human Services Board (February 9, 2017).
 - d. Mental Health Treatment Committee (March 15, 2017).
 - e. Veterans' Recognition Subcommittee (March 21, 2017).
 - i. To suspend the rules to take Items 1 a-e together.
 - ii. Approve Items 1 a-e.
2. Communication from Supervisor Schadewald re: I request a review of contracted service contacts in the Human Services and Health Department Division be done by the Human Services Committee. That the Human Services Committee get a report of all contracts from the Human Services Department no later than the July meeting and the Committee start to review all contracted services no later than the July meeting.
3. Wind Turbine Update - Receive new information – Standing Item. That the Human Services Committee hold a special meeting at 6:15 pm on July 19, 2017 and invite Dr. Coussons for questions and answers. Carried 3 to 2
4. Human Services Dept. - Resolution re: 2016 Balance Budget Adjustment. To approve. See Resolutions, Ordinances.
5. Human Services Dept. - Executive Director's Report. Receive and place on file.
6. Human Services Dept. - Financial Report for Community Treatment Center and Community Programs. Receive and place on file.
7. Human Services Dept. - Statistical Reports.
 - a. CTC Staff – Double Shifts Worked.
 - b. Monthly CTC Data - Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
 - c. Child Protection - Child Abuse/Neglect Report.
 - d. Monthly Contract Update.
 - i. Suspend the rules and take Items 7 a-d together.
 - ii. Receive and place on file Items 7 a-d.

8. Human Services Dept. - Request for New Non-Continuous and Contract Providers and New Provider Contract. Receive and place on file.
- 8a Health Dept. - Resolution re: Table of Organization Change for the Human Services Department – Public Health Division Nurse Manager – Health Position. To approve. See Resolutions, Ordinances.
9. Audit of bills. *No bills presented.*

e) REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE OF APRIL 24, 2017:

1. Review Minutes of:
 - a. Planning Commission Board of Directors (February 1, 2017).
 - b. Planning Commission Board of Directors Transportation Subcommittee (Sept. 19, 2016).
 - c. Revolving Loan Fund Committee (March 14, 2017).
 - d. Solid Waste Board (February 20, 2017).
 - e. Transportation Coordinating Committee (December 5, 2016).
 - i. To suspend the rules to take Item 1a-e together.
 - ii. Receive and place on file Items 1a-e.
2. Airport - An Ordinance to Amend Section 25.09 of Chapter 25 of the Brown County Code of Ordinances Entitled "Conveyors of Public Transportation". To approve. See Resolutions, Ordinances.
3. Airport Budget Status Financial Report for March 2017 – Unaudited. Receive and place on file.
4. Airport - Departmental Opening Summary. Receive and place on file.
5. Airport - Director's Report. Receive and place on file.
6. Register of Deeds Budget Status Financial Report for March 2017 – Unaudited. Receive and place on file.
7. Register of Deeds Annual Report. Receive and place on file.
8. Planning Commission - Resolution Adopting the Brown County Farmland Preservation Plan 2017-2027. To approve. See Resolutions, Ordinances.
9. Planning Commission - Update regarding development of the Brown County Farm Property – standing item. Receive and place on file.
10. Planning Budget Status Financial Report for March 2017 – Unaudited. Receive and place on file Items 10, 11 & 12.
11. Property Listing Budget Status Financial Report for March 2017 – Unaudited. *See action at Item 10.*
12. Zoning Budget Status Financial Reports for March 2017 – Unaudited. *See action at Item 10.*
13. UW-Extension Budget Status Financial Report for March 2017- Unaudited. Receive and place on file.
14. UW Ext. - Budget Adjustment Request (17-27): Any increase in expenses with an offsetting increase in revenue. To approve 17-27.
15. UW Ext. - Budget Adjustment Request (17-30): Any increase in expenses with an offsetting increase in revenue. To approve 17-30.
16. UW Ext. - Budget Adjustment Request (17-31): Any allocation from a department's fund balance. To approve 17-31.
17. UW Ext. - Budget Adjustment Request (17-33): Any increase in expenses with an offsetting increase in revenue. To approve 17-33.
18. UW Ext. - Resolution re: 2016 Balanced Budget Adjustment – UW Extension portion. To approve. See Resolutions, Ordinances.
19. UW Ext. - Director's Report. Receive and place on file.
20. Port & Resource Recovery - Port Budget Status Financial Report for March 2017 – Unaudited. Receive and place on file.
21. Port & Resource Recovery - Resource Recovery Budget Status Financial Report for March 2017 – Unaudited. Receive and place on file.
22. Port & Resource Recovery - Director's Report. Receive and place on file.
23. Public Works - Initial Resolutions Authorizing the Issuance of Not to Exceed \$9,525,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in One or More Series at One or More Times. To approve. See Resolutions, Ordinances.
24. Public Works - Summary of Operations. Receive and place on file.
25. Public Works - Director's Report. Receive and place on file.
26. Public Works - 2016 Annual Financial Report. Receive and place on file.
27. Acknowledging the bills. To acknowledge receipt of the bills.

e) REPORT OF LAND CONSERVATION SUBCOMMITTEE OF APRIL 24, 2017:

1. Departmental Openings Summary. Receive and place on file.
2. Budget Status Financial Report for March 2017 - Unaudited. Receive and place on file.
3. Directors Report:
 - a. Multi Discharge Variance (MDV).
 - b. Conservation Reserve Enhancement Program (CREP). Receive and place on file

f) REPORT OF PUBLIC SAFETY COMMITTEE OF MAY 10, 2017:

1. Review Minutes of:
 - a. Criminal Justice Coordinating Board (January 26 and March 23, 2017).
 - b. Fire Investigation Task Force Board of Directors (December 8, 2016).
 - c. Fire Investigation Task Force General Membership (December 1, 2016).
 - d. Local Emergency Planning Committee – LEPC (March 14, 2017).
 - e. Traffic Safety Commission (January 10, 2017).Receive and place on file Items 1 a-e.
2. Communication from Supervisor Evans re: That Brown County goes on record in retaining the current prison or finds a location for a new prison within Brown County.
 - i. To have the County Board approve a resolution without a financial impact to retain the location of the prison with Brown County; no second, no vote taken.
 - ii. To request that WI State Representative David Steffen address the Public Safety Committee.
3. Communication from Supervisor Zima re: That the attached 3 requests be referred to the Public Safety Committee:
 - a. Request for the Clerk of Courts to provide a list of CM, CF, CT, TR cases from 2014-2017 without valid driver's license or State identification information listed.
 - b. Request from the Brown County Sheriff for a list of all ICE deportations from the Brown County Jail from Jan. 1, 2014 to present.
 - c. Request for the Brown County Sheriff to participate in a partnership with ICE which will give Sheriff Deputies the power to act as federal immigrant agents in the County Jail. The program, known as 287(g), is an agreement between ICE and law enforcement agencies that, after a four-week training program, grants state and local officers the power to question and detain immigrants deemed deportable in state and local jails. The agreement gives trained sheriffs' deputies the authority to use ICE databases, question inmates about their immigration status and place inmates with deportable immigration statuses on detainers for up to 48 hours after their scheduled release to allow time for ICE agents to pick them up for deportation. According to the ICE website, there are 37 law enforcement agencies across 16 states that have such a partnership with the agency. *Referred from April County Board.*
 - i. To suspend the rules to take Items 3 a, b & c together.
 - ii. To hold these three items until next meeting and ask Sheriff to invite ICE.
4. Resolution re: 2016 Balanced Budget Adjustment. To approve. See Resolutions, Ordinances.
5. Clerk of Courts - Budget Status Financial Report for December 2016 (Preliminary and Unaudited). Receive and place on file.
6. Clerk of Courts - Budget Status Financial Report for February 2017 (Unaudited). Receive and place on file.
7. Clerk of Courts - Request for representation from the Clerk of Courts and Courts to attend each meeting monthly to provide monthly updates including various reports as requested by this committee. *Standing Item.* Receive and place on file.
8. District Attorney - IRS findings regarding Contract Attorney in the District Attorney's Office. That the District Attorney's office prepare the necessary resolution and have it included with their packet for his report for the County Board's perusal and potential approval.
9. District Attorney's Report.
 - i. To ask the County Board Chairman to organize a legislative breakfast or luncheon with all of the state representatives of the surrounding counties to bring this particular issue and others

they had to their attention and ask how long that block of people were going to ignore it; no second, no vote taken.

- ii. To ask the District Attorney to prepare a letter to send to all area representatives asking them to insert that in the budget and remind them that the state calculated the number and the county was funding about the equivalent of 2 positions and were short by 9 by the state's own calculation; no second, no vote taken.
- iii. That they prepare a resolution to send to all area representatives to pay attention specifically to this bill and make every effort to put it in the budget.
- iv. Receive and place on file the District Attorney's Report.

- 10. Public Safety Communications - Budget Status Financial Report for December 2016 (Preliminary and Unaudited). Receive and place on file.
- 11. Public Safety Communications - Budget Status Financial Reports for January, February and March 2017 (Unaudited). Receive and place on file.
- 12. Public Safety Communications - Director's Report. Receive and place on file.
- 13. Emergency Mgmt. - Budget Status Financial Report for December 2016 (Preliminary and Unaudited). Receive and place on file.
- 14. Emergency Mgmt. - Budget Status Financial Reports for January, February and March 2017 (Unaudited). Receive and place on file.
- 15. Emergency Mgmt. - Director's Report. Receive and place on file.
- 16. Medical Examiner - Budget Status Financial Report for February 2017 (Unaudited). Receive and place on file.
- 17. Medical Examiner 2017 Activity Spreadsheet. Receive and place on file.
- 18. Circuit Court, Commissioners, Probate - Budget Status Financial Report for January, February and March 2017 (Unaudited). Receive and place on file.
- 19. Sheriff - Budget Status Financial Report for February and March 2017 (Unaudited). Receive and place on file.
- 20. Sheriff - Budget Adjustment Request (17-22): Reallocation between two or more departments, regardless of amount. To suspend the rules to take Items 20 – 24 together.
- 21. Sheriff - Budget Adjustment Request (17-24): Any increase in expenses with an offsetting increase in revenue. See action at Item 24.
- 22. Sheriff - Budget Adjustment Request (17-25): Any increase in expenses with an offsetting increase in revenue. See action at Item 24.
- 23. Sheriff - Budget Adjustment Request (17-26): Any increase in expenses with an offsetting increase in revenue. See action at Item 24.
- 24. Sheriff - Budget Adjustment Request (17-34): Any increase in expenses with an offsetting increase in revenue. Approve Items 20 – 24.
- 25. Resolution in Support of Legislation to Classify County Jailers as Protective Occupation Participants (POPs) for WRS Purposes. To approve with the amendment of adding a period under the Now, Therefore, Be it Resolved paragraph following the first POPs and delete the remainder of that paragraph which reads 'as long as said legislation results in no net increased costs to the county by requiring County Jailers classified as POPs to pay all additional employee costs resulting from their classification as POPs'. See Resolutions, Ordinances.
- 26. Audit of bills. To pay the bills.

10. **RESOLUTIONS & ORDINANCES:**

Budget Adjustments Requiring County Board Approval

- a. Resolution Approving Budget Adjustments to Various Department Budgets.

Education & Recreation Committee

- b. Resolution Adopting the Brown County Comprehensive Outdoor Recreation Plan 2017-2021.
Motion at Ed & Rec: To approve with the addition of the language that would include reference to an evaluation of land acquisition on a case by case basis.

Executive Committee

- c. Ordinance to Create Chapter 43 of the Brown County Code of Ordinances Entitled "Property Assessed Clean Energy Financing". Motion at Exec: To hold for one month.
- d. Property Assessed Clean Energy (PACE) Resolution. Motion at Exec: To hold for one month.

- e. Resolution re: Authority to Executive a 2017 Labor Agreement with the Brown County Electricians. Motion at Exec: To approve.

Human Services and Executive Committee

- f. Resolution re: Table of Organization Change for the Human Services Department – Public Health Division Nurse Manager – Health Position. Motions at Human Services and Exec: To approve

Planning, Development & Transportation Committee

- g. An Ordinance to Amend Section 25.09 of Chapter 25 of the Brown County Code of Ordinances Entitled “Conveyors of Public Transportation”. Motion at PD&T: To approve.
- h. Resolution Adopting the Brown County Farmland Preservation Plan 2017-2027. Motion at PD&T: To approve.

Public Safety Committee

- i. Resolution in Support of Legislation to Classify County Jailers as Protective Occupation Participants (POPs) for WRS Purposes. Motion at Public Safety: To approve with the amendment of adding a period under the Now, Therefore, Be it Resolved paragraph following the first POPs and delete the remainder of that paragraph which reads ‘as long as said legislation results in no net increased costs to the county by requiring County Jailers classified as POPs to pay all additional employee costs resulting from their classification as POPs’.

Administration Committee, Education & Recreation Committee, Executive Committee, Human Services Committee, Planning, Development & Transportation Committee and Public Safety Committee

- j. Resolution re: 2016 Balanced Budget Adjustment. Motions at Admin, Ed & Rec, Exec, Human Services, PD&T and Public Safety: To approve.

Administration Committee, Executive Committee and Planning, Development & Transportation Committee

- k. Initial Resolutions Authorizing the Issuance of Not to Exceed \$9,525,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in One or More Series at One or More Times. Motions at Admin, Exec (5 to 1) and PD&T: To approve.

11. CLOSED SESSIONS:

- a. Open Session: Review and discussion, if any, of the response(s) received to the Request for Information (RFI) regarding redevelopment of the Brown County Veterans Arena and Shopko Hall. Enter into closed session.
- b. Convene into Closed Session: Review and discussion of the response(s) received to the Request for Information (RFI) regarding redevelopment of the Brown County Veterans Arena and Shopko Hall. Notice is hereby given that the governmental body will adjourn into closed session pursuant to Wis. Stat. Sec. 19.85(1)(e) for competitive and bargaining reasons regarding the RFI responses received which contain proprietary and confidential information which qualifies as a trade secret as provided in Wis. Stat. Sec. 19.36(5). Return to Regular Order of Business by Reconvening in Open Session.
- c. Reconvene in Open Session: Review and discussion, if any, of responses to the Request for Information (RFI) responses received regarding the redevelopment of the Brown County Veterans Arena and Shopko Hall.
- d. Open Session: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into closed session pursuant to Wis. Stats. Sec. 19.85(1)(g) to confer with legal counsel regarding oral and/or written advice concerning strategy to be adopted by the Board with respect to litigation it is involved in with former employee Nancy Loritz, i.e., *Wisconsin Equal*

Rights Division Case No. CR201300132 and United States Equal Employment Opportunities Commission Charge No. 26G201300409C.

- e. Convene into Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1)(g), the Brown County Board of Supervisors shall convene into closed session to confer with legal counsel regarding oral and/or written advice concerning strategy to be adopted by the Board with respect to litigation it is involved in with former employee Nancy Loritz, i.e., *Wisconsin Equal Rights Division Case No. CR201300132 and United States Equal Employment Opportunities Commission Charge No. 26G201300409C.*
 - f. Reconvene into Open Session: The Brown County Board of Supervisors shall reconvene into open session for possible voting and/or other action regarding litigation it is involved in with former employee Nancy Loritz, i.e., *Wisconsin Equal Rights Division Case No. CR201300132 and United States Equal Employment Opportunities Commission Charge No. 26G201300409C.*
- 12. Such other matter as authorized by law.
 - 13. Bills over \$5,000 for period ending April 30, 2017.
 - 14. Closing Roll Call.
 - 15. Adjournment to Wednesday, June 21, 2017 at 7:00 p.m., Legislative Room 203, 100 N. Jefferson Street, Green Bay, Wisconsin.


Submitted by:



Patrick W. Moynihan, Jr.
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

MAY 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3 Admin Cmte 6:15 pm	4	5	6
7	8 Executive Cmte 5:30 pm	9	10 Public Safety Cmte 5 pm @ BC Jail	11 Criminal Justice Coordinating Board 8 am	12	13
14 	15	16 Veterans Recognition Subcmte 4:30 pm	17 Mental Health AdHoc 12pm Board of Supervisors 7:00 pm	18	19	20
21	22 Land Con 6 pm PD&T 6:15 pm	23	24 Human Svc 5:30 pm	25	26	27
28	29  MEMORIAL DAY County Board Office Closed	30	31			

BROWN COUNTY COMMITTEE MINUTES

- Board of Health (March 14, 2017 & (Draft) May 2, 2017)
- Harbor Commission (March 20, 2017)
- Housing Authority (April 24, 2017)
- Neville Public Museum Governing Board (May 8, 2017)
- Planning Commission Board of Directors (April 5, 2017).
- Public Safety Communications Advisory Board (January 27, 2017)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

**PROCEEDINGS OF THE BOARD OF HEALTH MEETING
TUESDAY, MARCH 14, 2017
5:00 PM**

Present: James Crawford, Harold Pfothner, Karen Sanchez, Richard Schadewald, Jay Tibbetts

Excused: Joe Van Deurzen, Susan Paulus-Smith

Staff Present: Anna Destree, Rob Gollman, Ann Steinberger, Erik Pritzl, Nicci Beeck, Kris Kovacic, Rebecca Nyberg, Andrea Schultz, Patti Zich (minutes recorder)

1. Call to Order, Welcome, and Introductions

Chairman Richard Schadewald called the meeting to order.

2. Approval / Modification of the Agenda

MOTION: To modify the agenda to move Item 7 behind Item 9 and to move Item 12 before Item 6.

Crawford / Pfothner

MOTION CARRIED.

3. Approval of Minutes of meeting of February 2, 2017

MOTION: To approve the minutes from February 2, 2017.

Crawford / Pfothner

MOTION CARRIED.

4. Community Engagement Division Presentation

The Health Educators introduced themselves, including Andrea Schultz, Kris Kovacic, Rebecca Nyberg and Nicci Beeck. Anna shared the proposed organizational structure which there will be one nurse manager to focus on the nursing efforts and one community health education manager to focus on our community engagement activities. With the merger of Health and Human Services and also the maternal child health nurse manager vacancy, it is an opportunity to streamline services, prevent duplication of efforts and provide population based services. Anna reviewed the handout and identified key areas of oversight for each manager including the proposed organization chart and span of control.

Andrea Schultz explained how public health interprets data in order to implement evidence-based practices and community programming, to prevent death and disease and to improve quality of life across the life span. Ms. Schultz stated the shift in public health is away from providing individual services and now toward providing population-level programming. That includes looking at systems already in place and making sure they are adequate.

Kris Kovacic stated there are grant opportunities that exist at the national, state and local level that we have not been able to take advantage of, and this new proposal allows public health to pursue them in a coordinated way.

Nicci Beeck indicated that data driven public health needs and services must be prioritized. The state requires the Department of Health Services to create a public health agenda that is done every 10 years and is fulfilled through Healthiest Wisconsin 2020 and what trickles down to the different counties is a Community Health Improvement Plan (CHIP). In Brown County we have identified goals and priorities and have coalitions that work on the priorities.

Rebecca Nyberg indicated that prevention costs less than providing medical care after an illness or injury. The role of public health is to look at the data, determine what is happening and why it is happening and see what we can do to prevent it.

Ann Steinberger indicated the nurses will still be involved in the community coalitions however there is going to be a coordinated effort. In the past it was fragmented having two nurse managers. She states the new division will be able to promote health messaging while the nurses can focus on the client population assessments, interventions and investigations.

Rob Gollman is in support of the new division. He states there is an opportunity for a certified food manager course in the future, environmental health grants, and help developing pictographic signage which may be helpful to the non-English speaking population.

Karen Sanchez asked where the grant writing time would come from. Ann Steinberger indicated there was duplication of duties by having two nurse managers. Jim Crawford asked specifically what the new manager would do. Anna indicated the new manager would work with the Public Health Officer on the initiatives. The Health Officer works on the CHIP and the new manager will work on community health assessment priorities. Anna would be working with the new manager to direct where our priorities are and activities to support the CHIP process and community.

5. Comments from the Public

None.

6. Receive new information on wind turbines – standing item.

MOTION: To suspend the rules to hear from interested parties

Tibbetts / Pfothenhauer

MOTION CARRIED.

Jim Vanden Boogart – 7463 Holy-Mor Road, Greenleaf, WI. Mr. Vanden Boogart stated at the February 15, 2017 Board of Supervisors meeting, Herb Coussons MD gave a presentation entitled *Wind Energy: Science, Medical Facts and Local Patients*. Jim prepared a transcript of that presentation and is providing a copy of that to the Board of Health along with Dr. Coussons' curriculum vitae. He also stated there are several YouTube videos online which can be found by searching Dr. Herb Coussons.

Barbara Vanden Boogart – 7463 Holy-Mor Road, Greenleaf, WI. Barbara Vanden Boogart submitted article entitled "*The Secret, Silent Wind-Power Peril*," Parts I, II and III, by Helen Schweisow Parker, PhD., a Licensed Clinical Psychologist, dated February 8, 2017, for the record. Ms. Vanden Boogart read excerpts directly from this report, Part II.

7. Discussion of potential Health Department move to Sophie Beaumont Building

Chairman Schadewald updated the Board of Health that he met with the County Executive and Department Heads. At the Executive Committee the \$97,000 carryover passed unanimously will be used as part of the move and will go before the Board of Supervisors tomorrow. If it passes the County Executive's plan is to look at all proposals and come up with an actual cost. He states there is a potential buyer for the current building and the new owner may want a 3 or 5 year lease. Things are coming together for a decision to be made. Mr. Schadewald indicated the lab has state requirements. Erik Pritzl indicated they have to look at public accessibility and public parking.

8. Environmental Division Update

Rob Gollman submitted a report and summarized lab procedures performed. Rob is concerned the lab will get cut when it comes to the move and public accessibility. He reported during radon promotion month we sold 26 kits at the promotion price versus 1 at the regular price. Rob also reported we are fully staffed in EH. Mr. Schadewald told Rob that the EH division is a big part of discussions when it comes to moving the department. Erik indicated his conversations talked about the importance of the lab. Rob believes we are the only lab statewide who does water testing for licensed pools.

Crawford stated the DNR draft air permit will be ready for public comment by April. He would like to review the air permit for the citizenry and have Health Department give comments on improving the air permit. Schadewald stated that there is county protocol and procedures as to who speaks for Brown County.

9. Nursing Division Update

Ann handed out a report on influenza season. Ann also expressed the importance of the lab. The nursing division handles and processes specimens, such as blood, stool, and sputum.

Ann stated each year we have to order our vaccine for the next season and we purchased quite a bit of state supplied or free flu vaccine that we were able to give out for the children and that supply has been used up. This year we purchased a large amount of vaccine for This Is Public Health, however we still have that vaccine available. If people request it we have been giving it. The vaccine expires the end of April. Crawford asked if

we give it free. Ann stated we ask for a donation. It is only because we purchased a large amount of vaccine for "This Is Public Health Event" as this was unique and will not happen next year. Ann states there is so much adult vaccine available in the community.

10. Communicable Disease Resolution

Ann wanted to let the Board know that we are working on a Resolution to submit to Administration for communicable disease funding. The local health departments throughout the State have been asked by the Wisconsin Public Health Association and the Wisconsin Association of Local Public Health Boards to have a resolution to send down to the state legislators to show support for communicable disease funding in the budget process. Ann states the majority of the counties around us have already approved the resolution.

11. Interim Health Officer's Report

Anna stated 2017 is the year of the CHA (Community Health Assessment). It is the process we go through to identify what our priorities will be in our Community Health Improvement Plan. Because of turnovers on the committee, they are just getting started. Anna shared the timeline. The goal is to get our data collected and have that presented at a community engagement meeting in October. We will then present to the community what they feel are the priorities. They will vote on them and that will drive what the CHIP will look like next year. CHA is the process leading up to it and CHIP is what comes from the CHA. The Health Officer handles the CHA process.

Erik wanted to highlight and note that tomorrow night at the County Board meeting the County Executive's appointment for the Health Officer, Anna Destree, will be voted on for confirmation.

12. Review of statutory duties of an interim health director or health director

Jim Crawford stated before the merger rumor was that the health director could close a beach due to E.coli and in theory close down Shirley wind turbines if it was demonstrated to the director that they were a health hazard and wondered if anything had changed with the new position, Public Health Officer. Richard Schadewald indicated that statutory there is no difference because of the title. Erik stated the health officer makes the decision based on the information in front of them as an independent statutory protected decision. Mr. Crawford would like to see if the anti-wind turbine lobbyist asks the health director to make a decision on wind turbines that they are a health hazard that it come to the Board first to advise the director what to do. Mr. Schadewald indicated the health officer has statutory duties they have to fulfill. The Board of Health is advisory. Jim states what we can do is review the 2014 decision that it is a health hazard and advise the public differently in the future.

13. Correspondence

None.

14. All Other Business Authorized by Law

None.

15. Adjournment / Next Meeting Schedule

MOTION: To adjourn meeting at 6:16 PM

Crawford / Pfothenauer

MOTION CARRIED

NEXT MEETING: May 9, 2017 5:00 PM

**PROCEEDINGS OF THE BOARD OF HEALTH MEETING
TUESDAY, MAY 2, 2017
5:00 PM**

Present: James Crawford, Susan Paulus-Smith, Harold Pfothhauer, Karen Sanchez, Richard Schadewald, Jay Tibbetts, Joe Van Deurzen

Excused: None.

Staff Present: Anna Destree, Rob Gollman, Ann Steinberger, Patti Zich (minutes recorder)

1. Call to Order, Welcome, and Introductions

Chairman Richard Schadewald called the meeting to order.

2. Approval / Modification of the Agenda

MOTION: To approve agenda.

Van Deurzen / Pfothhauer

MOTION CARRIED.

3. Approval of Minutes of meeting of March 14, 2017

MOTION: To approve the minutes from March 14, 2017.

Van Deurzen / Crawford

MOTION CARRIED.

4. WI Division of Public Health: Board of Health Orientation

Chris Culotta, Northeast Region Director from the State of Wisconsin Division of Public Health (DPH), Office of Policy and Practice Alignment came to discuss statutory and advisory roles of the Board of Health members. Chris stated the role of the local Board of Health is to assume ultimate responsibility for public health performance in the community by providing necessary leadership and guidance in order to support the public health agency in achieving measurable outcomes. Local Boards of Health authorities are established by Wis. Stat. Ch. 251 to provide oversight to the local public health agency, assess public health needs and advocate for services, develop policy and provide leadership, and assure that measures are taken to provide an environment in which individuals can be healthy. Chris stated local board of health shall govern the local health department, assure the enforcement of state public health statutes and public health rules of the department, assure that its local health department is a Level I, Level II, or Level III, report to the department as required by rule, meet at least quarterly, and annually prepare a budget of the proposed expenditures of the local health department for the ensuing fiscal year. Chris stated the Board of Health authority may be no less stringent than, and may not conflict with, state statute and rules of the department. Chris indicated that the state of Wisconsin is going towards population based services and working together with other community partners. Chris indicated they created Healthiest Wisconsin 2020, which has 23 focus areas. He stated the Wisconsin Health Improvement Plan has set priorities as alcohol abuse, nutrition and physical activity, opioid abuse, suicide and tobacco. Chris provided a handout entitled "Responsibilities of Board Members" and highlighted Wisconsin Association of Local Health Departments and Board (WALHDAB) and National Association of Local Boards of Health (NALBOH) as resources for the Board of Health and also three areas of responsibility: assess, develop policy and assure. Jim Crawford asked about with mental health services. Chris stated the prevention side is public health strength. They build partners before it becomes a community problem. Human Services is the treatment side. There are different coalitions that are dealing with mental health differently. Mr. Schadewald asked what support the State can provide to Brown County. Chris indicated that they have a state wide employee orientation in which they overview the state of Wisconsin structure, data, statute and rule, diversity or dealing with health disparities. Chris stated the state can facilitate meetings and provide technical assistance.

5. Comments from the Public

None.

6. Environmental Division Update

Rob Gollman reported we were contacted by the Department of Justice and the Department of Health Services, Bureau of Occupational Health Division regarding an apartment that was used as a laboratory to produce DMT (dimethyl tryptamine). He ordered the removal of all porous materials in the apartment, carpet, padding and all furnishings to be removed and discarded and a thorough cleaning by a professional service and will follow up. Rob is looking forward to getting a health educator to assist the Environmental Division, possibly to do in-service training out in the field and also a food certification manager program. Rob stated the new license year is ready to begin. Mr. Schadewald asked Rob what do we with bed bugs. Rob indicated we have a bed bug task force. Rob states we act in licensed facilities that we have leverage with. If there is bed bug infestation for example in lodging facility, we would verify and write orders to eliminate it. Mr. Schadewald asked about nursing homes and Rob stated we do not regulate nursing homes. Rob stated the Bureau of Quality Assurance regulates nursing homes.

7. Nursing Division Update

Ann Steinberger handed out a report and stated school based adolescent clinics will be expanded from 2 middle schools to 5 middle schools. Ann reported there are 34 cases of measles in Minnesota. The majority of the cases were unvaccinated. We have reached out to the Somali community and on May 12th we will have having a round table discussion at the Mosque to discuss their concerns regarding vaccinations. The majority of mumps cases are associated with colleges. We have a Tuberculosis case and patient is resistant to PZA, and low level resistant to INH which is very rare. We feel it will be a minimum of 12 months of medications.

8. Health Officer's Report.

Anna Destree stated the State of Wisconsin is helping Brown County with Health and Human Services Implementation Committee providing guidance and tips. Chris is also on our CHIP Committee and helping us with the CHA. Anna stated data at a local level is a current gap. We are working to get Brown County data moving forward. Anna stated the State is also helping with our food borne quality improvement project. They facilitated the initial discussion and we are looking at what is done on the environmental side and nursing side. Anna invited the Board of Health members to the WAHLDB meeting and Mr. Schadewald asked if the Board members would be reimbursed. We will follow up with the executive's office. Anna indicated she attended one of three training sessions for new health officers. Anna stated we are in the CHA process of collecting data. The community engagement meeting is scheduled for October 17th at Lambeau Field. The starting point is to go off the priorities shared by the State of Wisconsin and use their data. Jim Crawford stated he would like to see mental health as one of the priorities. Anna stated mental health is a current priority. She states with public health we don't necessarily offer it ourselves but we reassure. We have public health staff on different coalitions and at those committees. She believes with Health and Human Services combined there will be other opportunities, working on prevention all the way to treatment in one house. She believes moving forward there may be a shift and we will be able to focus in a better more coordinated way.

9. Receive new information on wind turbines – standing item.

Jim Vanden Boogart, 7463 Holy-Mor Road, Greenleaf, WI. Mr. Vanden Boogart submitted on behalf of Brown County Citizens for Responsible Wind Energy (BCCRWE) and article entitled "*Altered cortical and subcortical connectivity due to infrasound administered near the hearing threshold - Evidence from fMRI.*" Jim states this medical study and paper are the work of ten researchers from three German research institutions and has been rigorously peer-reviewed by the PLOS ONE journal. The study used advanced brain imaging to compare activity for infrasound near the hearing threshold. He states the findings demonstrate that infrasound near the hearing threshold may induce changes of neural activity across several brain regions, some of which are known to be involved in auditory processing, while others are regarded as key players in emotional and autonomic control. In other words, sound that is not audible can still trigger a response in the human brain. Jim read the conclusion of the medical study in full which states this study is the first to document changes of brain activity across several regions in response to prolonged near-threshold infrasound using functional resonance imaging (fMRI).

William Acker, Acker & Associates, 3217 Nicolet Drive, Green Bay. Mr. Acker stated Underwriters Laboratories (UL) provides safety-related certification, validation, testing, inspection, auditing, advising and technical training services to a wide range of clients, including manufacturers, retailers, policymakers, regulators, service companies and consumers. He stated the UL approval is not legally required and it is only common because many large companies will not buy equipment that has not passed UL's safety tests. Mr. Acker further stated that the International Organization for Standardization (ISO) is the world's largest developer of voluntary International Standards. Draft International Standards adopted by the technical committees are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote. He stated in 1996 the International Standards Organization (ISO) released a new draft standard ISO 9996: 1996 Mechanical Vibration and Shock - Disturbance to Human Activity and Performance and recently was approved by the member bodies to become an approved ISO Standard. The Technical Committee that wrote this standard is TC 108 Sub Committee 4 that specializes in human exposure to mechanical vibration and shock. This standard acknowledges that low frequency oscillatory motion below 1 Hz produces motion sickness in human receptors such as the low frequency air pressure pulsations from industrial wind turbines. In this document the ISO acknowledges that low frequency oscillary motion produces human body mechanical resonance phenomena above 1 Hz such as the chest or eye ball phenomena that are a prominent part of wind turbine syndrome. Mr. Acker stated that since it is well established with noise testing that industrial wind turbines produce pulsed infrasound below 1 Hz, this suggests that people around the world who experience motion sickness from wind turbines are not making it up.

Jim Crawford is seeking information about BCCRWE and would like this on the agenda for the next meeting.

10. Correspondence

None.

11. All Other Business Authorized by Law

None.

12. Adjournment / Next Meeting Schedule

MOTION: To adjourn meeting at 6:15 PM

Van Deurzen / Crawford

MOTION CARRIED

NEXT MEETING: July 11, 2017 5:00 PM

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on **Monday, March 20th, 2017**
Port & Resource Recovery Department | 2561 S. Broadway, Green Bay, WI 54302

1) The meeting was officially called to order by President Tom Klimek at 10:32 am.

2) Roll Call:

Present: President Tom Klimek
Vice President Bryan Hyska
Commissioner Tim Feldhausen
Commissioner Bernie Erickson
Commissioner Hank Wallace
Commissioner Ngosong Fonkem
Commissioner Peter Zaehringer
Commissioner Mike Vizer

Unexcused: Commissioner Ron Antonneau

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Shelby Schraufnagel, Brown County P&RR
Randy Siewert, RGL Holdings, Inc.
Troy Gawronski, Foth
Jim & Sylvia Graefe, Residents

3) Approval/Modification – Meeting Agenda – *Request for Approval*

A motion to approve the agenda was made by Hank Wallace and seconded by Tim Feldhausen. Unanimously approved.

4) Approval/Modification – Meeting Minutes of January 9th, 2017 – *Request for Approval*

A motion to approve the minutes of January 9th, 2017 as amended was made by Bryan Hyska and seconded by Mike Vizer. Unanimously approved.

5) Announcements/Communication

Mr. Haen noted that the Port Symposium will be held on Friday April 7th.

6) Fox River Environmental Clean-Up Project – *Public Comments/Update on Standing Item*

Mr. Haen had no update. Troy Gawronski, Foth, stated that dredging began March 20th.

7) Response from U.S. Army Corps of Engineers on Cat Island Project – *Request for Action*

The Department has offered three solutions to settle the discrepancy 1.) request that the Corps pay back the \$407,000 of in-kind services that has already been paid; 2.) deduct \$407,000 from the 10% cash over 30 years that the Department owes the Corps; 3.) ask the Corps to recognize that they are holding the Department's money and to use it as credit on a future project. These proposals were all rejected by the Corps. Dave Hemery, Corporation Counsel, responded to the Corps' letter from August. He stated that the Department would not accept ownership of the Renard Island causeway or would take legal action if the payment of \$407,000 was not recognized as future credit. The Corps responded that the Department already has ownership of the causeway and cashed the check.

Mr. Haen met with Lt. Colonel Segre in Cleveland and discussed the matter. He also met with Congressman Gallagher, Senator Baldwin and Senator Johnson the previous week in Washington D.C. The legislators have been receptive. Baldwin has written a letter before and recently wrote another to the Corps asking them to come to some agreement with Brown County.

Mr. Haen suggested to not take legal action because of the legal costs that will be a direct cost to the County. The best and only remaining solution is a legislative solution.

Commissioner Fonkem suggested to write one more letter asking them to take a stance. Mr. Haen stated that Brown County would write a letter that the Commissioners agreed on.

Commissioner Hyska asked if the letter that was sent with the check included a statement saying that by cashing the check the understanding is that it is for future credit. Commissioner Feldhausen explained that it was included but in a way that was not legally binding.

Commissioner Erickson suggested that after Senator Baldwin's legislative attempts Brown County should cease action.

A motion to direct staff to have Senator Baldwin write a follow up letter or use any other legislative avenue that is appropriate was made by Bernie Erickson and seconded by Tim Feldhausen. Unanimously approved.

8) Renard Island Ownership Transfer – *Update*

Brown County has all of the ownership documents needed to take ownership of Renard Island. Discussions can begin on end use of Renard Island.

A motion to move forward with the ownership transfer of Renard Island was made by Bernie Erickson and seconded by Hank Wallace. Unanimously approved.

9) 2016 Port Annual Report – *Request for Approval*

The Annual Report serves multiple purposes. The report serves as the end of the year budget status report for the County Board. It is also used as a resource to internal and external stakeholders summarizing the activities of the department for new and existing Harbor

Commissioners, Terminal Operators and County Supervisors. The annual report compares how the Department is doing from one year to the next.

Mr. Haen then discussed the 2016 accomplishments, which include: developed a property acquisition strategy; researched Wisconsin manufacturers and determined potential import/export commodities from Northeast Wisconsin; and, coordinated with the Fox River PCB clean-up project. The goals that were deferred or incomplete in 2016 and in progress in 2017 include: researching the potential to barge containers to and from Cleveland's Northern European liner and Muskegon's proposed container service; marketing Bylsby property for port-related purposes; closing-out Cat Island restoration project; advancing Renard Island ownership transfer and end-use plans; pursuing beneficial reuse of Cat Island sand; pursuing beneficial reuse of Bay Port topsoil; and, conducting a new economic impact study for the Port of Green Bay.

Mr. Haen then explained the departmental goals for 2017 including: conduct a new economic impact study for the Port of Green Bay; research potential to barge containers to and from Cleveland's Northern European liner and Muskegon's proposed container service; closeout Cat Island restoration project; advance Renard Island ownership transfer and end-use plans; pursue beneficial reuse of Cat Island sand and Bay Port topsoil; work with RGL Holdings as an active terminal operator; and, lease or utilize 36 acres of Bay Port property.

President Klimek asked if there is an advisory committee formed to determine an end-use plan for Renard Island. Mr. Haen explained that no committee is formed yet. He suggests that the committee should be structured through the Department. There are no members decided for the committee yet.

Mr. Walter stated that there is a class at UW – Green Bay that has come up with ideas on what to do with Renard Island.

Commissioner Erickson suggested that the Department release a Request for Information (RFI). Developers from around the county will submit their ideas for what should be done with the Island. This is something that does not cost anything besides staff time writing up the specs.

A motion to put this on the agenda for the next meeting was made by Bernie Erickson and seconded by Hank Wallace. Unanimously approved.

A motion to approve the 2016 Port Annual Report was made by Bernie Erickson and seconded by Hank Wallace. Unanimously approved.

10) Budget Adjustment for Cost Estimate Funding for Port of Green Bay Landmark – Request for Approval

Harbor Fee money is a fee paid by terminal operators to the Department to use for improvements and activities for the collective good of all terminal operators. The Cat Island Chain Project was paid for using harbor fee money; the project came in significantly under budget. A few years ago Commissioner Vizer suggested that the harbor fee money be used to put a landmark in the bay of Green Bay to help identify the Port. A local artist came up with a design for the landmark and Jones Signs gave the terminal operators a rough estimate of what it would cost. The terminal operators requested to spend up to \$20,000 to figure out exactly what

the project would cost. Jones Signs is completing the cost estimate for under \$5,000. A budget adjustment is required to move \$5,000 from the harbor fee fund into an account so it can be used. Upon approval by the Harbor Commissioners and a completed cost estimate the next step is to meet with terminal operators, Harbor Commission and County Executive before it moves to the County Board.

Commissioner Erickson asked who came up with the \$300,000 estimate before. Mr. Haen explained that Jones Signs estimated it would cost \$275,000 - \$300,000. They have not been paid to this point and did not spend a great amount of time figuring out their first estimate. Commission Vizer stated that there was debate over the actual dimensions of the project as well. Commissioner Erickson asked if this is going out for bid. Mr. Haen stated that Jones Sign will be estimating the cost. If the project is approved by County Board a bid would be issued to manufacture and complete the project.

Commissioner Zaehring asked what is the purpose of the landmark. Mr. Haen explained that the landmark will welcome ships into the Port of Green Bay and wish them fair winds and following seas as they leave. The hope is that this becomes an iconic part of the Port of Green Bay and an iconic part of Green Bay. Commissioner Feldhausen included that in Massachusetts and Key West there are similar iconic landmarks that identify those ports in a major way. This could end up marking Green Bay as a port city.

Commissioner Hyska asked if the calculation process will exceed \$5,000. Mr. Haen stated that the Terminal Operators agreed to spend up to \$20,000, Jones Sign agreed to a cost of \$5,000. Commission Hyska then asked if Jones Signs knows that the project will go out on a full bid upon approval. Mr. Haen stated yes. It is also important to get a firm cost because there are grants and funders who may be able to help aid in the cost. These entities will need to know the exact cost in order for the project to be considered for grant money.

A motion to approve the budget adjustment was made Hank Wallace by and seconded by Tim Feldhausen. Approved unanimously with Commissioner Erickson abstaining from voting.

11) Bay Port Long-term Care and Closure Escrow Funds – Update

Since 1997 Bay Port has been operated by collecting tipping fee by U.S. Army Corps of Engineers and being issued letters of credit by Associated Bank, costing about \$6,000 each year. The Department now has the reserves available to move to an intermediary, U.S. Bank, to an escrow fund. This money cannot be accessed without the DNR's approval. This is a similar situation as the landfill.

Commissioner Erickson pointed out that there is an accounting error on the last page. Mr. Haen stated it would be looked into and fixed.

A motion to hold Bay Port long-term care and closure escrow fund to the next meeting to correct the accounting error was made by Bernie Erickson and seconded by Tim Feldhausen. Unanimously approved.

12) Bay Port Hurlbut Property – Update

There is no update to report. The City of Green Bay still has until the end of March to respond to Corporation Counsel Dave Hemery.

13) Director's Report – Update

The Green Bay Marathon is now considered an official marine event by the U.S. Coast Guard. The Marathon will no longer be required to provide Brown County a demurrage check. The U.S. Coast Guard will create a safety zone for the Main St. bridge during this event.

14) Audit of Bills – Request for Approval

A motion to approve the Audit of Bills was made by Hank Wallace and seconded by Peter Zaehringer. Unanimously approved.

15) Such Other Matters as Authorized by Law

No other matters.

16) Adjourn

A motion to adjourn the Harbor Commission meeting at 11:40 am was made by Mike Vizer and seconded by Bryan Hyska. Unanimously approved.

Tom Klimek, President
Harbor Commission

Dean R. Haen, Director
Port & Resource Recovery Department

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, April 24, 2017, 3:30 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS PRESENT: Ann Hartman – Chair, Sup. Andy Nicholson – Vice-Chair, Tom Deidrick, and Corday Goddard

MEMBERS ABSENT: Andy Williams

OTHERS PRESENT: Lori DeGrave, Robyn Hallet, Matt Karney, Pat Leifker, Eric Pritzl, Mackenzie Reed-Kadow, Cheryl Renier-Wigg, and Stephanie Schmutzer

APPROVAL OF MINUTES:

1. Approval of the minutes from the February 20, 2017, meeting of the Brown County Housing Authority. (00:08)

A motion was made by T. Deidrick and seconded by A. Nicholson to approve the minutes from the February 20, 2017, Brown County Housing Authority meeting. Motion carried.

COMMUNICATIONS:

None

REPORTS:

2. Report on Housing Choice Voucher Rental Assistance Program: (00:26)
 - A. Preliminary Applications
P. Leifker reported that for the month of March, there were 145 preliminary applications received.
 - B. Unit Count
The unit count for the month of March was 3,150.
 - C. Housing Assistance Payments Expenses
The March HAP expenses totaled \$1,339,428.
 - D. Housing Quality Standard Inspection Compliance
There were a total of 446 inspections, of which 173 passed the initial inspection, 104 passed the reevaluation, 125 resulted in a fail, and 44 were no shows.
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
P. Leifker reported on data through March 2017. There were 289 port outs with an associated HAP expense of \$254,867. ICS was overspent by \$1,827.33 and the FSS program was underspent by \$586.52.
 - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)

M. Reed-Kadow reported there were 88 program participants in the FSS program. Of that number, 47 are at level one, 20 in level two, 12 in level three, and nine in level four. There was one new contract signed, no graduates, 38 open escrow accounts, and 53 homeowners. She proceeded to share a success story of one of the program participants.

G. VASH Reports (new VASH and active VASH)

There were no new VASH clients and 28 active participants in the VASH program.

H. Langan Investigations Criminal Background Screening and Fraud Investigations

For the month of March, there were no new investigations assigned, one previous investigation was closed, and five remain active. There were 49 applications processed, 46 were approved. Of the 49 initial applications, 38 originated from Green Bay, followed by De Pere with eight. Of the six fraud investigations in March, five occurred in Green Bay and one in De Pere.

I. Quarterly Langan Denials report

For the first quarter of 2017, there were three denials. One was due to disorderly conduct, the next from drug possession and the last was from reckless homicide, all found on websites that ICS doesn't have access to.

J. Quarterly Active Cases Breakdown

As of April 1, 2017, 52 percent of head of households are elderly or disabled, and 36 percent of head of households are not elderly or disabled, but have earned income. Nine percent are not elderly or disabled, have no earned income, and have dependents. Three percent are not elderly or disabled have no earned income and have no dependents.

K. Quarterly End of Participation

For the first quarter of 2017, there were 85 terminations; the two largest reasons were voluntary termination and late annuals.

L. Quarterly Customer Service Satisfaction

L. DeGrave stated that for the customer service report for the first quarter of 2017, 89 percent of clients rated ICS's service "excellent", nine percent rated it as "very good" and two percent rate it as "good".

OLD BUSINESS:

None

NEW BUSINESS:

3. Consideration with possible action on approval of updated Utility Allowances for the Housing Choice Voucher Program. (09:08)

P. Leifker reported that the proposed Utility Allowances are very similar to last years, with slight increases to the cost of gas. If approved, these new Utility Allowances would be effective July 1, 2017.

A motion was made by A. Nicholson and seconded by T. Deidrick to approve the Utility Allowances as proposed. Motion carried.

4. Consideration with possible action regarding possible partnership with Brown County Department of Health and Human Services. (11:57)

R. Hallet introduced Eric Pritzl, Director of the Brown County Department of Health and Human Services. E. Pritzl explained a reoccurring issue with the Department of Health and Human Service's clients is access to safe housing that supports their recovery. E. Pritzl and R. Hallet began discussions about how their departments could create a partnership to develop a pilot program to address this need. The focus would be clients with mental health commitments who have court ordered requirements.

R. Hallet explained that she and E. Pritzl have been discussing the possibility of the Authority purchasing property that the Authority would own and manage, renting it out to such clients. The Department of Health and Human Services would provide case management to ensure the clients' success.

R. Hallet explained that although the Brown County Housing Authority doesn't currently own and manage housing, the Green Bay Housing Authority does and since the two Housing Authorities use the same staff, cross training and sharing of staff would make for an easy transition for the BCHA to own and manage property. The involvement of the BCHA instead of the GBHA is desirable because this endeavor would encompass the entire county rather than restricting it to the City of Green Bay. Another issue that has been discussed is the possibility of creating a program that promotes or incentivizes more private landlords to rent to this population, thus eliminating the need for either Housing Authority to own property for this purpose.

A. Nicholson asked where the money for any such endeavor would come from. E. Pritzl explained that the Brown County Board of Supervisors approved a study to help determine the number of people in the community who are affected by this issue, but regardless, we'd want to start with a small pilot program, then look at expanding.

A. Hartman and A. Nicholson expressed concern that neighbors will be resistant to such a program and that heavy expectations will need to be placed on the participants. A. Hartman voiced that a lot of work will need to be done upfront to lay the groundwork and calm fears.

T. Deidrick gave an analogy to the resistance that was faced with the creation of group homes; however, over time, the fears diminished because the program was successful. He expressed that staff should continue to look at different scenarios and ideas. He also expressed that he'd prefer this partnership include working with landlords over the Authority owning property.

A. Nicholson stated he does not like this idea because the people in his district will not accept it. He also stated he does not like the idea of the Authority owning property.

R. Hallet commented that the clientele who would be served are already living in our community, often living in the shadows and that involvement in such a program would help hold them accountable and be less of an economic burden on society. She also explained that the Vera Institute is currently accepting proposals through a Request for Proposals from PHAs that would like technical assistance to develop reentry programs for ex-offenders. She explained that there are approximately sixty PHAs in the nation known to be involved in re-entry programs. Some Commissioners expressed a desire to know more about the experiences of the PHAs

who have already become involved in such programs. It is not known if a comprehensive study has been compiled but staff could look for such information.

C. Goddard expressed he's willing to explore this further, but he doesn't believe we're ready to apply for the RFP. The idea of owning property is entirely new to the Authority, so more time is needed to explore this.

A motion was made by A. Nicholson to deny a possible partnership with the Department of Health and Human Services. No second was made.

A motion was made by T. Deidrick to proceed with investigating a partnership further, that the Authority submit a proposal for the RFP, and try to gather as much information as possible. No second was made.

A motion was made by C. Goddard to continue to explore the partnership and to get information on the existing PHA re-entry programs before taking the next step.

E. Pritzl interjected that there are efforts to add funding to the State budget for resources for such initiatives. Since the State budget is still pending, funding is unknown at this point but may be known as early as June.

C. Goddard amended his motion to continue to explore successful programs but to bring this back again when the State budget has passed and it's known if there is money to support this. T. Deidrick seconded the motion. C. Goddard, T. Deidrick and A. Hartman voted in favor; A. Nicholson voted nay. Motion carried.

5. Consideration with possible action regarding the composition of the Brown County Housing Authority Board of Commissioners. (52:15)

R. Hallet explained a HUD requirement for a Resident Commissioner, which is an individual who is a participant of the HCV program. There is a program participant who is willing to join, but since the board is limited by State statutes to five commissioners, one of the existing commissioners must be removed to make room for the Resident Commissioner. At the suggestions of the County Executive, R. Hallet spoke to each commissioner individually about this and then placed it on the agenda to be discussed today.

A. Nicholson stated that he had spoken to the County Executive about this and that A. Williams contacted A. Nicholson about expanding the Authority. A. Nicholson expressed a desire to table this item until A. Williams can attend a meeting to participate in this discussion. R. Hallet expressed concern with waiting because per the bylaws, the May meeting is when the election of officers is to be held and it would be appropriate for the composition of the Authority to be settled prior to the election of officers. A. Nicholson stated he would like to hear more about expanding the Authority.

A suggestion was made that A. Williams send an email to commissioners about his research regarding the make-up of the Authority and then it can be decided if a special meeting should be scheduled. A. Hartman agreed to send such an email to A. Williams. R. Hallet agreed to inquire with Corporation Counsel about the possibility of postponing the election of officers.

A motion was made by A. Nicholson to table this agenda item until more information is received from A. Williams and seconded by C. Goddard. Motion carried.

BILLS AND FINANCIAL REPORT:

6. Consideration with possible action on acceptance of BCHA bills. (73:44)

S. Schmutzer addressed the bills that were provided in the packet. She explained that they were slightly larger than normal because of the cancelled meeting in March, combining two months of bills.

A motion was made by A. Nicholson and seconded by C. Goddard to accept the February and March BCHA bills. Motion carried.

7. Consideration with possible action on acceptance of the BCHA financial report. (74:12)

S. Schmutzer noted that the report was normal and the goal for fraud recovery is close to being met.

A motion was made by A. Nicholson and seconded by C. Goddard to accept the BCHA financial report. Motion carried.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

8. Review section of Lead the Way training. (74:44)

Authority members reviewed the My Board worksheet, discussing the listed questions as they apply to each commissioner regarding their experience and involvement in the community.

R. Hallet stated there are two modules of the Lead the Way training remaining and suggested that Risk Management be the next module for the Authority to complete and be reviewed at the June meeting.

9. Presentation of State of Homelessness in Brown County. (82:05)

A motion was made by A. Nicholson and seconded by C. Goddard to table this agenda item until June. Motion carried.

R. Hallet handed out parking permit renewals for any Commissioners who needs a parking pass to attend Authority meetings at City Hall.

10. Date of next meeting: May 15, 2017.

Note: The May BCHA meeting will be a joint meeting with the Board of Directors of Integrated Community Solutions.

A motion was made by A. Nicholson and seconded by C. Goddard to adjourn at 4:53 p.m. Motion carried.

MAK:RAH

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG

PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, May 8, 2017 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Bernie Erickson, Sandy Juno and Terri Trantow by phone

ALSO PRESENT: Kasha Huntowski, Kevin Cullen and Beth Lemke

CALL MEETING TO ORDER

1. Vice Chairman Erickson called the meeting to order at 4:34PM.
2. **APPROVE/MODIFY AGNEDA**
Motion made by Sandy Juno and seconded by Kasha Huntowski to approve the agenda.
Vote taken. **MOTION APPROVED UNANIMOUSLY.**
3. **Museum Director Report.** Museum Director Lemke updated the Board first quarter attendance and revenue, which was on target based on projections. She informed the Board that the month of April was slightly down in attendance revenue but room rental revenue was on target. She also stated that the month of May was off to a slow start but more school tours are currently scheduled in May of 2017 than May of 2016. The Neville is working with the Green Bay School System and Green Bay Metro in a pilot program that allows teachers and students to ride city buses free. She told the board that she would continue to monitor and provide a more detailed update at the July meeting.

Museum Director Lemke shared the April 28, 2017 move in details of the UW Extension staff. She provided information regarding the collaborative efforts of Director Judy Knudsen in the temporary relocation of UW Extension staff to the Museum. She also mentioned the historic meeting of Alices at the 70th Alice in Dairyland Final Event on May 13, 2017 and how the Museum was taking great advantage of all of the outreach opportunities of this particular weekend and upcoming June 18, 2017 Breakfast on the Farm.

Museum Director Lemke informed the Board that in accordance with Task #5 of the 2018 Budget Workplan, the Museum's 2018 Budget CIP Request Form along with narrative and budget for the Visitor Experience and Architectural Exhibition Master Plan Museum for the Core Exhibition was submitted on May 4, 2017.

Discussion ensued; full support of the project is to be noted. Museum Director Lemke reiterated that she would continue to provide ongoing detail in the coming months as the Brown County budget process takes place for 2018.

4. **Museum Deputy Director Report.** Deputy Director Cullen informed the Board about the collaborative process of working with the Northeast Wisconsin Masonic Library and Museum to borrow artifacts to complement the traveling exhibit *The Initiated Eye: Secrets, Symbols, Freemasonry and the Architecture of Washington, DC* which will open Saturday, June 10th. He also updated the Board on the logistics of the inbound shipping of *Permian Monsters: Life before the Dinosaurs*.

Permian Monsters: Life before the Dinosaurs will have guests stepping back in time 290 million years when bizarre-looking animals dominated life on land and sea, and find out about the greatest extinction the world has

ever seen. This unique traveling exhibition brings the past back to life with fossilized skeletons and full size life models of the animals that ruled the world millions of years before the age of dinosaurs, in a time known as the Permian. The exhibition blends art and science with a collection of new artwork, which offers a glimpse back in time through the eyes of award winning paleo-artist Julius Csotonyi. Guests will view fossilized skeletons and reconstructed models of these amazing but bizarre creatures that dominated land and sea; and dig and identify fossils in the interactive dig pits throughout the exhibition. This exhibit opens September 15, 2017.

Deputy Director Cullen acknowledged the Neville Public Museum Foundation Board in developing the funds allow this exhibit to travel to Green Bay. Museum Director Lemke shared that traveling exhibits allow the museum staff to focus on the creation of internal content for future exhibits and the core gallery remodel, renovation and interpretation of which will commence as part of the departments work plan in July of 2017.

Deputy Director Cullen shared with the Board a review of a meeting with UWEX's Master Gardner where the discussion revolved around the Museum grounds and new opportunities for improvement. Museum Director Lemke shared her excitement and the request that the plan have sustainability built into it as the Museum staff must be able to maintain it once UWEX moves out.

Vice Chairman Erickson made several recommendations as to where the Museum may be able to get donated or reduced fee plants at the end of the summer season.

5. Such other matters as authorized by law:

Sandy Juno asked about Antiques Road Show ticket information. Museum Director Lemke informed her that WPT emailed ticket requestor on Thursday, May 4th with notification if there were selected or not. She also stated that the Antiquarians were still in need of community volunteers for Saturday, June 17, 2017.

Museum Director Lemke asked the Board about removing the June meeting date due to vacation plans. Museum Director Lemke will be on vacation June 7-12 and June 18-25, 2017.

Next meeting of the Neville Public Museum Governing Board will be Monday, July 10, 2017 at 4:30pm

2017 meeting date are as follows:

NO June meeting
Monday, July 10, 2017
Monday, August 14, 2017
Monday, September 11, 2017
Monday, October 9, 2017
Monday, November 13, 2017
Monday, December 11, 2017

6. Adjournment. Vice Chairman Erickson called the meeting to an end at 5:12PM.
Motion made by Sandy Juno and seconded by Kevin Cullen to approve.
Vote taken. MOTION APPROVED UNANIMOUSLY.

Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, April 5, 2017
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>Exc</u>	Matthew Harris	<u>X</u>	Glen Severson	<u>X</u>
James Botz	<u>X</u>	Frederick Heitl	<u>X</u>	Ray Tauscher	<u>X</u>
Brian Brock	<u>X</u>	Phil Hilgenberg	<u>X</u>	Norbert Van De Hei	<u>X</u>
William Clancy	<u>X</u>	Jacob Immel	<u>X</u>	Jason Ward	<u>Exc</u>
Norbert Dantine, Jr.	<u>X</u>	Kathleen Janssen	<u>X</u>	Dave Wiese	<u>X</u>
Bernie Erickson	<u>X</u>	Dotty Juengst	<u>X</u>	Reed Woodward	<u>X</u>
Kim Flom	<u>Exc</u>	Patty Kiewiz	<u>Exc</u>		
Adam Gauthier	<u>Exc</u>	Michael Malcheski	<u>Exc</u>	City of Green Bay (Vacant)	
Steve Grenier	<u>Exc</u>	Gary Pahl	<u>X</u>	Br. Co. Board – De Pere (Vacant)	
Mark Handeland	<u>X</u>	Terry Schaeuble	<u>Exc</u>		

OTHERS PRESENT: Chuck Lamine, Aaron Schuette, Lisa Conard, and Kathy Meyer

1. C. Lamine introduced and welcomed new members to the Board, Jacob Immel, from the City of Green Bay, Glen Severson, from the Village of Hobart and Norbert Van De Hei, from the Towns of Glenmore and Rockland.

2. Approval of the minutes of the February 1, 2017 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by G. Pahl and seconded by D. Wiese to approve the minutes of the February 1, 2017, regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

3. Receive and place on file the draft minutes of the March 13, 2017 meeting of the Brown County Transportation Coordinating Committee (TCC).

A motion was made by B. Erickson and seconded by G. Pahl to receive and place on file the draft minutes of the March 13, 2017 meeting of the Brown County Transportation Coordinating Committee (TCC). Motion carried.

4. **Public Hearing:** Major Amendment #1 to the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard opened the public hearing for *the Draft Major Amendment #1 to the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.

L. Conard described the proposed amendment before opening the floor for comment.

The Wisconsin Department of Transportation has requested the addition of two projects to the 2017 program, necessitating the need for the amendment. They include:

1. Design work for a box culvert replacement at Beaver Dam Creek at West Mason Street in the City of Green Bay.
2. Design work on Main Avenue/Reid Street from 3rd to 8th in the City of De Pere.

In addition, WisDOT has provided cost revisions to a number of projects already in the TIP.

D. Wiese noted that staff presents TIP amendments several times throughout the year and asked if amendments could be saved and presented less often.

L. Conard noted that WisDOT requested that an amendment be processed as soon as possible so that WisDOT could initiate the design work on the West Mason Street and Main Avenue/Reid Street projects. In order to initiate the design work, WisDOT is required to obtain a project number from the MPO. In order for MPO staff to provide this number to WisDOT, the Brown County Planning Commission/MPO Policy Board must amend the TIP.

Projects that already appear in the TIP but require only an amendment related to the cost estimate, are less time sensitive for WisDOT and can be presented to the board at the Mid-Year or Annual TIP update.

L. Conard asked three times if anyone else wished to speak. Hearing no comment, L. Conard closed the public hearing.

5. Discussion and action on the Major Amendment #1 to the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

A motion was made by G. Pahl and seconded by M. Harris to approve the Major Amendment #1 to the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Motion carried.

6. Discussion and approval of the Intergovernmental Agreement Preparation of Comprehensive Plan Update between Town of Holland and Brown County Planning Commission.

C. Lamine stated that this is a contract between the Brown County Planning Commission and Town of Holland for updating their comprehensive plan. D. Teaters, Senior Planner, will be taking the lead on this project. A visioning session is scheduled for tomorrow evening in the Town of Holland. Total contract is for \$14,526, work will be started immediately and conclude at the end of 2018. Staff asks that the BCPC Board of Directors approve the Intergovernmental Agreement Preparation of Comprehensive Plan Update.

M. Harris asked if staff hours were a set number of hours for all updates. A. Schuette stated that hours are determined by reviewing past projects, estimating hours of work, applying staff hourly annual rate, and the size of the community.

A motion was made by G. Pahl and seconded by B. Clancy to approve the Intergovernmental Agreement Preparation of Comprehensive Plan Update between Town of Holland and Brown County Planning Commission. Motion carried.

7. Review and action regarding resolution recommending adoption of the 2017 Brown County Farmland Preservation Plan Update.

A. Schuette provided an overview of the 2017 Brown County Farmland Preservation Plan Update via PowerPoint.

Brown County last adopted a Farmland Preservation Plan in 2012 following Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP) certification for a five-year period. The current plan expires on December 31, 2017. Typically the plan is certified for ten years. DATCP certified the 2012 plan for five years because they were not fond of the map, even after BCPC staff discussed with them the unique issues faced by Brown County in terms of urbanization and local zoning controls.

The current plan also comprises chapter 7 of the Brown County Comprehensive Update. This plan will take the place of chapter 7 of the Brown County Comprehensive Plan.

The plan provides potential eligibility for state income tax credits for eligible qualified landowners. Tax credits are \$7.50 per acre, \$10.00 per acre for agricultural enterprise area (no enterprise areas in Brown County).

Landowners of parcels identified on the Brown County Farmland Preservation Plan map will be eligible for the Wisconsin Farmland Preservation Tax Credit, provided:

- The properties are also zoned for agriculture within a State of Wisconsin DATCP certified agricultural zoning district;
- The person farming the properties makes at least \$6,000/year or \$18,000 over a rolling three-year period in gross farm receipts from the properties (rent/lease payments may not be counted);
- The properties are in compliance with state soil and water conservation standards as certified by the Brown County Land and Water Conservation Department; and
- All property taxes owed from previous years are paid.

A. Schuette stated that 16 municipalities participated in identifying areas in the 2017 Farmland Preservation plan update. The Village of Bellevue withdrew from Farmland Preservation. A. Schuette reviewed the criteria that the state requires municipalities to use to identify what those farmland areas are.

A. Schuette stated that following Planning Commission action, the plan will go to Planning, Development and Transportation (PD&T) for a public hearing on April 24th. A. Schuette stated that action will be taken on the resolution and possibly the ordinance as well. A. Schuette indicated that he is working with Corporate Counsel on the proper tool to adopt this. Both the resolution and the ordinance will need to be approved by the County Board, County Executive, and then submitted to DATCP for final certification. Following DATCP certification, local municipalities will need to update their zoning maps to be consistent with the Farmland Preservation Plan.

Question asked if the tax credit rate increased from about \$2.50 per acre to \$7.50 per acre. A. Schuette indicated that this has been in effect since approximately 2007.

A. Schuette clarified that this is a state income tax credit.

Question asked about the requirements of abandoning manure storage facility. A. Schuette stated that Brown County Land and Water Conservation Department requirements need to be followed.

Question asked if an agricultural permit was needed for winter spreading. A. Schuette indicated that a permit is needed.

C. Lamine recognized A. Schuette for his work on the plan.

A motion was made by G. Pahl and seconded by F. Heitl to adopt the 2017 Brown County Farmland Preservation Plan Update as presented. N. Dantine abstained. Motion carried.

8. Directors Report.

C. Lamine provided an update on the STEM (Science, Technology, Engineering, and Math) Innovation Center. C. Lamine stated that in February the Governor announced a \$5 million contribution to the Center. The building will house the UW Extension offices, Land Conservation offices and also the new bachelorette engineering program for mechanical engineering as well as the Einstein Project, and a business start-up space with access to high speed fiber optic. The County will bond for \$5 million and fundraising for the balance and an additional \$5 million for operational expenses for UW Green Bay.

C. Lamine stated that Request for Proposals (RFP) for architectural and engineering design for the building was just completed. The RFP has gone to the PD&T Committee and will now go to the County Board.

C. Lamine provided an update on Planning Commission budget. December's wrap-up and year-end close-out was just completed and C. Lamine is pleased to report that revenues exceeded expenses for the department as a whole. C. Lamine noted that there is a short-fall of funds in our Land Information Office. C. Lamine noted that he does have a request into the County Administration office to apply some of the excess funds to the Land Information Office. The Land Information Office pays for all the GIS systems, a fulltime staff person and portions of Property Listing functions.

C. Lamine stated that the Request for Proposal (RFP) selection process for replacement of our Land Records system is completed.

A motion was made by D. Juengst and seconded by B. Erickson to receive and place on file the Directors Report. Motion carried.

9. Brown County Planning Commission staff updates on work activities during the months of February and March 2017.

A motion was made by B. Erickson and seconded by M. Harris to receive and place on file the staff updates on work activities for the months of February and March, 2017. Motion carried.

10. Other matters.

None.

11. Adjourn.

A motion was made by G. Pahl and seconded by B. Clancy to adjourn. Motion carried.

The meeting adjourned at 7:10 p.m.

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
April 5, 2017**

February and March, 2017 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Attended and coordinated the February 1 Brown County Planning Commission Board of Directors meeting.
- Attended the February 7 and March 7 Economic Development Committee Department Head meeting with County Executive.
- Facilitated staff meetings with Planning Division and PALS Manager Staff.
- Met with County Executive and various county representatives regarding potential improvements and development of the Brown County Research and Business Park.
- Prepared for and participated in a February 21 EIS Lead Agencies meeting with WisDOT staff, and the County Principal Transportation Planner.
- Coordinated a Brown County Economic Development RLF loan review for NEW Leaf Cooperative Market with the applicant and City of De Pere staff.
- Completed updates to WisDOA required changes to the Brown County Economic Development RLF loan documents.
- Prepared meeting packet and attended the March 14 Brown County Revolving Loan Fund Committee meeting.
- Attended a press conference with County Executive, Principal Transportation Planner and Senior Land Use Planner regarding the recently approved 2016 Brown County Bicycle and Pedestrian Plan Update.
- Assisted with the Land Information/Tax Collection System Replacement project contract review.
- Met January 30, February 28 and March 10 with County, UWGB and Einstein Project staff and business leaders to discuss STEM Innovation Center project.
- Met with the County Principal Transportation Planner, and provided an update to the County Executive regarding activities associated with the Southern Bridge project.
- Attended Planning, Development & Transportation Committee meeting January 23, February 27, Executive Committee March 6 and County Board March 15 for 2017 budget carryover requests and budget adjustments.
- Worked with Public Works-Facilities staff to develop RFP document for architecture and engineering services for the Brown County STEM Innovation Center building.
- Presented Request for Information associated with redevelopment of the Brown County Veterans Arena and Shopko Hall properties to Planning, Development and Transportation Committee February 27.
- Attended Green Bay/Brown County professional Football Stadium District meetings on January 25 and March 13. Prepared review of Rail Yard Baseball Park request for economic development grant funds.
- Met with Transportation Planning staff and ADRC staff to discuss PALS administration of the 85.21 transportation funds.
- Attended Feb 2 Advance municipal issues meeting to discuss Bike and Pedestrian Plan.
- Met with Village of Allouez staff to discuss a Brown County Revolving Loan Fund loan.

- Prepared BCRLF loan closing documents for Healthy Living Chiropractic Clinic which was subsequently withdrawn prior to loan closing.
- Attended the February 17 Governors Press Conference at CA Lawton where a \$5 million grant was announced for the STEM Innovation Center Building. Grant request was coordinated by the Planning Director with the County Executive.
- Completed a Brown County Planning Commission orientation with Jacob Immel who is a new City of Green Bay appointee to the BCPC Board of Directors.
- Provided background information to Assistant Corporation Counsel regarding associated bank parking lot.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Reviewed the transportation provisions of the governor's proposed 2017-2019 budget. Also researched the possible local impacts of the proposed transportation budget increases and reductions.
- Developed a PowerPoint summary of the EIS/IAJR project's history, current status, and future activities for a presentation to the De Pere Common Council. Also presented the PowerPoint summary and answered questions from the council members.
- Continued to work with WisDOT Economic Development staff to develop economic impact estimates for the Southern Bridge project alternatives.
- Participated in an EIS/IAJR Lead Agencies meeting with the County Planning Director and representatives of WisDOT and the Brown County Public Works Department.
- Complied information about the Southern Bridge project and sent the information to a Brown County resident who requested the information through the state's open records law.
- Researched federal environmental review streamlining measures in a recently-signed Presidential Executive Order.
- Developed a project agreement for CY 2017 Section 5310 Program funds between Green Bay Metro and Curative Connections and sent the agreement to Metro's Director.
- Developed a letter to the Federal Transit Administration (FTA) regarding Green Bay Metro's approved use of Section 5310 Program funds for a mobility management program.
- Participated in a Specialized Transportation Mobility Management Program kick-off meeting with the Senior Transportation Planner, the Specialized Transportation Mobility Coordinator, and representatives of Green Bay Metro and the ADRC of Brown County.
- Facilitated a public visioning session with other BCPC staff for the Town of Wrightstown Comprehensive Plan Update.
- Updated the MPO's inventory of bicycle facilities in Brown County as of 2016 and developed a summary of bicycle facilities that existed in Brown County in 1998.
- Developed a PowerPoint that summarizes Brown County bicycle facilities that existed in 1998 and 2016 and bicycle facilities that are scheduled to be built by Brown County between 2017 and 2020. The PowerPoint was developed for the County Executive.
- Prepared information at the direction of the County Executive for a press conference regarding the completion of the 2016 Brown County Bicycle and Pedestrian Plan Update.
- Collected, sorted, and analyzed intersection and overall crash data for communities within the Green Bay Metropolitan Planning Area for the MPO's 2017 Congestion Management Process Update.
- Diagrammed crashes that occurred at two intersections between 2013 and 2015. One diagram was prepared to determine if an intersection identified in the MPO's 2010-2012

Metropolitan Area Crash Study is still experiencing similar crashes, and the other was prepared to analyze an area that experienced an unusually high number of crashes between 2013 and 2015.

- Participated in a meeting with representatives of the Green Bay Area Public School District, Green Bay Department of Public Works, Green Bay Community and Economic Development Department, and Live54218 to continue discussing the development of a joint Safe Routes to School/Bicycle and Pedestrian Plan in the City of Green Bay.
- Reviewed and commented on a draft of the 2017 Green Bay MPO Title VI/Limited English Proficiency Plan Update.
- Corresponded with WisDOT staff and Village of Bellevue staff about possible funding issues with a road project for which the Village received Surface Transportation Block Grant (STBG) funds.
- Developed the agenda for the March meeting of the Brown County Transportation Coordinating Committee (TCC). Also chaired the TCC meeting.
- Met with the Susie C. Altmayer Elementary School Principal at the school to observe afterschool student pickups. The observations were done to determine if the student pickup plan that was developed in cooperation with the principal before the 2016-2017 school year is working or if modifications are necessary.
- Reviewed and commented on a draft of the 2017 Green Bay Metro Annual Route Review.
- Participated in a meeting with the Senior Transportation Planner and representatives of WisDOT and City of De Pere regarding the administration and use of STBG funds.
- Participated in a meeting with the County Planning Director, County Principal Planner, and a new BCPC Board Member to discuss the BCPC's transportation other planning programs.
- Participated in a quarterly MPO Directors Meeting Teleconference.
- Completed two multimodal planning activity surveys at the request of the Federal Highway Administration (FHWA).
- Conducted four MPO staff meetings.

The recent major planning activities of Aaron Schuette, Principal Planner:

- Sent out CDBG-Housing or Housing-RLF applications to potential clients as requested.
- Participated in regional CDBG-Housing administrators teleconference on March 29.
- Presented the regional CDBG-Housing rehabilitation program to the Sheboygan County Economic Development Corporation on March 29.
- Updated individual obligation journals for housing rehabilitation loan projects when completed.
- Prepared the Section 3 Annual Report for the regional CDBG-Housing program.
- Prepared five Environmental Review Records for proposed regional CDBG-Housing rehabilitation loan projects.
- Began preparing quarterly reporting and reimbursement requests for the 12-13 and 14-15 CDBG-Housing program grants.
- Received conditional certification of the draft Brown County Farmland Preservation Plan Update from DATCP.
- Coordinated the county review and approval process for Brown County Farmland Preservation Plan Update.
- Continued working on the Wisconsin Coastal Management Program Brown County Harbor Study.

- Prepared an online user survey for the Wisconsin Coastal Management Program Brown County Harbor Study.
- Presented the draft Economic Development Chapter at the February 15th meeting of the Village of Pulaski Planning and Zoning Committee.
- Prepared a draft of the Pulaski Park and Outdoor Recreation Plan Chapter 8 of the Pulaski Comprehensive Plan.
- Presented the draft Pulaski Park and Outdoor Recreation Plan Chapter 8 at the March 15th meeting of the Village of Pulaski Planning and Zoning Committee.
- Completed a draft of Chapter 2 – Future Land Use for the Village of Pulaski Comprehensive Plan Update.
- Met with the Town of Wrightstown Planning Commission on the evening of February 6 to begin the comprehensive plan update process.
- Met with the Town of Holland Board on the evening of February 6 to begin the comprehensive plan update process.
- Prepared parcel and ownership maps for the Town of Holland and Town of Wrightstown.
- Prepared materials to advertise the Town of Wrightstown Visioning Session for the comprehensive plan update.
- Facilitated the Town of Wrightstown Comprehensive Plan Update visioning session on the evening of March 7th.
- Compiled the results of the T. Wrightstown Comprehensive Plan Update visioning session.
- Completed a draft of the Intergovernmental Cooperation Chapter of the Brown County Comprehensive Plan Update.
- Met with the Village of Denmark on March 15th to discuss a potential development and future planning.
- Met with Brown County ADRC staff on March 13 to discuss local community trends.
- Updated maps and figures for the Town of Scott Comprehensive Plan Update.
- Prepared a seller disclosure report for the sale of the UW-Extension building.
- Assisted the Town of Ledgeview, Town of Morrison, Town of Glenmore, Town of Wrightstown, Village of Allouez, Village of Denmark, and Village of Pulaski Zoning Administrators with planning/zoning/land division questions.
- Assisted 140 members of the public or local communities with inquiries related to the CDBG-Housing program, local planning, zoning, or land division issues.

The recent major planning activities of Dan Teaters, Senior Planner:

- Town of Holland Comprehensive Plan Update.
 - Attended Town Board Meeting for adoption of the Public Participation 2/6/17
 - Attended Town Board Meeting for kickoff presentation and to pick a date of the Town Visioning Session. 3/6/17
- Brown County Bicycle and Pedestrian Plan.
 - Completed and adopted 2/1/17
 - Held press release with the County Executive 2/24/17
- Certified Survey Maps (CSMs).
 - Began Review of 22 new CSMs
 - Completed review of 17 CSMs
 - Signed and filed 15 CSMs
- Plats.
 - Preliminary Plats

- Began review of 3 preliminary plat
 - Completed review of 2 preliminary plats
- Final Plats.
 - Began review of 4 final plat
 - Completed review of 4 final plats
- ESA Amendments.
 - Completed 2 ESA Plan Corrections
 - Completed 1 Minor ESA Amendment
 - Held pre-ESA amendment application meetings to discuss ESA amendment requirements. 2/13/17 & 2/14/17
- Brown County Park Plan.
 - Completed draft plan
 - Met with Assistant Parks Director to review draft. 3/22/17 & 3/24/17
 - Completed review of draft plan and prepared document for review by BC Ed and Rec. Committee.
- Gathered information for the MS4 Permit from Brown County Highway and Brown County Land and Water Conservation Departments.
- Attended the annual Fox Wolf Watershed Conference 3/7/17-3/8/17.
- Completed and submitted the WDNR Water Quality Grant Request for 2017.
- Assisted 59 members of the public or local communities with inquiries related to natural resources and/or land division questions.
- Provided additional planning services and ESA related duties, including advice on inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.
- Attended the Planning Department staff meeting on: 2/2/17, 2/16/17, 3/2/17 and 3/23/17.
- Attended BCPC meeting 2/1/17.

The recent major planning activities of Lisa Conard, Senior Transportation Planner:

- Continued work on the *Green Bay Metropolitan Planning Organization (MPO) Title VI and Non-Discrimination Program/Limited English Proficiency Plan*. The MPO is required to update the plan every three years. The plan will help ensure that MPO programs do not discriminate based on race, color, and national origin. The plan must also ensure the MPO complies with provisions of Environmental Justice (minority and low-income populations) and Limited English Proficiency executive orders. Listened to WisDOT teleconference regarding Title VI plan expectations.
- Completed data collection and analysis and continued writing the *Green Bay Metro – 2017 Annual Route Review and Analysis Report*. All of Metro's full service fixed routes, limited service routes, paratransit program, and other issues will be examined.
- Began processing *Amendment #1 for the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
 - Worked with WisDOT & Metro staff to identify amendment detail.
 - Prepared draft amendment document.
 - Submitted draft document to interested parties, FHWA, FTA, and WisDOT.
 - Scheduled public review and comment period and public hearing.
 - Prepared and issued public participation materials, social media posts, and legal notice.

- Developed documents regarding STBG (former STP-U) balances in anticipation of the every other year funding distribution cycle. The BCPC Board of Directors/MPO Policy Board is scheduled to authorize funds in October of 2017.
- Collected and published the *2016 Obligated Transportation Projects for the Green Bay Urbanized Area* per federal regulations. Approximately \$46,000,000 federal dollars were spent on surface transportation projects in the Green Bay urban area in 2016.
- Attended meeting with WisDOT staff, WisDOT consultants, and De Pere staff regarding process and costs associated with roadway mill and resurfacing projects using federal funds.
- Consulted with East Central Wisconsin Regional Planning Commission (ECWRPC) staff regarding data needs for a Bus Rapid Transit (BRT) study to be conducted by ECWRPC staff in 2017. The study will examine BRT service through the Oshkosh-Appleton-Green Bay corridor. Met with Metro staff to discuss data needs and data download options through Metro's farebox/on-board GFI system.
- Attended the WisDOT Northeast Region 2017 Local Program Symposium. Topics included the program cycle for STBG, Transportation Alternatives, and other programs as well as program revisions impacting the MPO.
- Attended the Town of Wrightstown Visioning Session the evening of March 7 in advance of an update to the Town's comprehensive plan. Facilitated a small group discussion and recorded likes and dislikes presented by citizens of the Town.
- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
- Reviewed and updated the MPO Public Participation mailing list.
- Updated the MPO policy and advisory boards Title VI profile.
- Participated in the Green Bay Transit Commission meeting on February 15.
- Participated in MPO staff and BCPC staff meetings as necessary.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Continued to assist with the Land Information/Tax Collection System Replacement project (reference checks, contract review, etc).
- Continued to assisting Technology Services & Public Safety Communications with the 911 Computer Aided Dispatch project, addressing & street issues, and other tasks. Created new Hwy 41 fire response beats; Performed a 911 data refresh in in late January & late March.
- Continued to assist Tech Services staff regarding a GIS Server upgrade project.
- Continuing to coordinate a 2017 aerial photo project. Selected a vendor (Sanborn), assisted with contract. Prepared & sent DEM and other data to the vendor.
- Provided annexation, municipal and ward data to the Legislative Tech Services Bureau (WISE-Decade submission).
- Assisted the MPO planners with the public input mapping web site.
- Attended a Laserfiche software demonstration with the zoning staff to see if this can be integrated into our Land Records System upgrade.
- Assisted with mapping the "non-disturb area" on the county farm property.
- Assisted with graphics for the Arena RFI.
- Formatted & provided parcel data for the Wisconsin Department of Administration "v3" statewide parcel database.
- Assisted the Parks Department with snowmobile trail mapping.
- Assisted the ADRC with planning routes for delivery services.

- Performed edits to the GIS database (new subdivisions, street additions/vacations, annexation, addressing, navigability determinations, environmentally sensitive areas, etc).
- Provided GIS data or other services for Kaukauna Utilities, WPS, ATC, Tetrattech, Ayres Associates, GRAEF, GEI Consultants, AES, Stantec, JT Engineering Inc, KL Engineering, Ecology and Environment, Mau Associates, NRP Environmental Consultants, McMahon, Robert E Lee & Associates, CH2M Hill, Northeast Asphalt, Cedar Corporation, VIA Rail Engineering, State Farm Insurance, Micoley, Cushman & Wakefield | Northmarq, Symes Realty, Naberhood Real Estate LLC, Olejniczak Realty, Black Knight MLS Solutions, Van Horn & Van Horn LLC, Randy Loberger Survey & Design LLC, Vande Hei Surveying LLC, Boundary Solutions Inc, Keller Inc, Mueller Reports, Gadberry Group, Schug Consulting, Duane Sand & Gravel, A&G Excavating Inc, Deleers Construction, Zirbel Dairy Farms LLC, GuideK12, Yardi Systems, Apple Inc, onXmaps, Bollenbeck Fyfe SC, CORRE Inc, Dedicated Systems, Continuum Architects & Planners, Wall Street Journal, Green Bay Press-Gazette, Wisconsin Building Supply, Green Bay Area Builders, Taxography, QRL Financial Services, iGeolise, Bist LLC, Red Paw Technologies, The Nature Conservancy, WisDOT, WisDNR, Indian Health Service, Farm Service Agency (FSA), NWTC, UW-Stevens Point, UWGB, Cornell University, Village of Little Chute, City of DePere, Village of Pulaski, Village of Suamico, Village of Ashwaubenon, Village of Bellevue, Village of Howard, Village of Wrightstown, Town of Eaton, Town of Humboldt, Town of Green Bay, Town of Scott, Town of Lawrence, Town of Ledgeview, Town of Rockland, Town of Pittsfield, and others.
- Assisted other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Devin Yoder, Planner I (GIS/Transportation):

- Created ArcGIS web mapping application for public input on congestion points in the Green Bay urbanized area.
- Researched and compiled demographic data on the Town of Pittsfield for a commissioner request.
- Revised bicycle infrastructure maps for historical facilities, current facilities, and for scheduled facilities with the 2017-2022 CIP.
- Continued development of a web-based GIS application for the public to input congestion points in the Brown County Metropolitan Planning Area.
- Researched different ways to incorporate ArcGIS into CMP reporting.
- Downloaded 2016 bridge data to update county bridge conditions for reporting.
- Reviewed information about the National Bridge Inspection Standards (NBIS) to become familiar with the program background.
- Read APA's Planning Advisory Service report, *Emerging Trends in Regional Planning*, released in January 2017.
- Collaborated with other office staff to create an online survey for traffic congestion to include with the ArcGIS web map application to gather additional public input.
- Helped print and prepare large-format maps of the Brown County Bicycle Plan and Improvements for display with the press release of the plan.
- Participated in MPO staff meetings and Brown County Planning Commission staff meetings.
- Reviewed the TIP program with other MPO staff to learn more about the funding process and timelines for projects in the urbanized area.
- Attended WisDOT NE Region 2017 Local Program Funding Symposium.

- Finalized GIS web mapping application to receive community input on congestion points in the Green Bay metro area.
- Sent a project overview email with web map application and survey links to stakeholders on the transportation mailing list, and answered questions about the project.
- Helped revise and update the stakeholder contact list from the undeliverable emails received back.
- Researched and read up on the pavement condition ratings in preparation for gathering the MPO's performance measures for the year.
- Viewed webinar "Using GIS to Make Urban Mobility More Sustainable" by Harvey Miller on 3/1/17, presented by The National Academies of Sciences, Engineering, and Medicine – Transportation Research Board.
- Viewed "Bike Walk Civics – Making the Case for Walking and Biking, Laws, & Design" webinar, presented by Wisconsin Bike Fed on 3/2/17.
- Read planning articles that planning director circulated around the office.
- Learned the process to assign addresses.
- Attended and helped with the Town of Wrightstown Comp Plan visioning session
- Assigned new addresses.
 - Town of Green Bay – 1 address
- Participated in a radio interview with local station about the CMP update process, and solicited listeners for input.
- Started review of CMP surveys and mapping results.

The recent major planning activities of Todd Mead, Planner I - Housing:

- Prepared and ordered four (4) interim site inspections for Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program clients.
- Prepared and ordered three (3) housing quality standards (HQS) inspections for CDBG clients.
- Prepared and ordered five (5) final site inspections for CDBG clients.
- Prepared and ordered one (1) lead-based paint clearance for a CDBG client.
- Met with four (4) CDBG clients and the contractors to prepare them for their future rehabilitation projects.
- Met with two (2) Regional Revolving Loan Fund (RLF) clients and the contractors to prepare them for their future rehabilitation projects.
- Opened eleven (11) new CDBG applications.
- Denied two (2) CDBG application files.
- Prepared and closed five (5) CDBG Housing Rehabilitation Loans.
- Prepared and closed two (2) Regional RLF Housing Rehabilitation Loans.
- Submitted and corresponded with three (3) bid documents to CDBG applicants for future rehab projects.
- Reviewed and prepared three (3) satisfactions for existing CDBG clients due to project change orders or loan payoffs.
- Prepared for and closed one Door County CDBG down payment home purchased loan.
- Met with the CEO of We Are Hope Inc. to discuss ways to coordinate efforts to effectively run our programs together to meet the needs of homeowners in Kewaunee and Door County.
- Attended Brown County Lead-Based Paint Coalition meeting.
- Attended staff meetings.
- Met with local financial institutions to explain our CDBG program.

- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.
- Worked, prepared and followed up with yearly RLF and CDBG residency letters.

The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):

- Assigned four addresses for the Town of Green Bay. Assigned two addresses for the Town of Glenmore.
- Completed a draft of the Land Use Chapter - Future Land Use section for the Brown County Comprehensive Plan Update. Completed a draft of the County's future land use map.
- Updated the roundabout story map on ArcGIS online.
- Completed maps for the Title VI plan update.
- Updated and created maps for the Brown County Park and Recreational Plan update.
- Began updating and collecting data for the Congestion Management Process (CMP).
 - Analyzed congestion survey results from the Brown County Planning Commission Board of Directors.
 - Worked with Devin on the development of an online map to collect public input on congestion area in the Green Bay Metropolitan Planning Area.
 - Created a bicycle parking inventory map on ArcGIS online for the public to use to identify existing bicycle parking facilities. Shared the map on the transportation webpage, Facebook, and Twitter and asked the public to provide information and a photo on existing bicycle parking facilities that are not on the map.
 - Updated bicycle parking facilities in the City of De Pere.
- Created a map showing Green Bay Metro's full service routes and all public and private schools in the Green Bay area for Green Bay Metro.
- Updated Route 7 map for Green Bay Metro.
- Updated five maps for the Village of Allouez's Bicycle and Pedestrian Plan.
- Updated pedestrian countdown traffic signal data for the Performance Measures report.
- Participated in the webinar, "Individual decision making in online public participation transportation planning," on 2/10/17.
- Participated in the webinar, "Cognitive Mapping Model," on 2/17/17.
- Participated in the webinar, "Measuring what we value: Policies to prioritize public health and build prosperous regions," on 2/21/17.
- Attended a meeting with the Green Bay Active Communities Alliance on 2/1/17.
- Assisted with the Town of Wrightstown Comprehensive Plan visioning session on 3/7/17.
- Participated in MPO staff meetings as needed.
- Participated in PALS staff meetings monthly.

PROCEEDINGS OF THE BROWN COUNTY PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD



Chief Eric Dunning – Ashwaubenon PubSaf
Chief Al Matzke – DePere Fire/Rescue
Chief David Litton – Green Bay Metro FD
Chief Rich Vanboxtel – Onida PD
Chief Greg Duke – Wrightstown PD

Sheriff John Gossage – BC Sheriff
Chief Derek Beiderwieden – DePere PD
Chief Randy Bani – Hobart/Lawrence PD
Chief Mark Hendzel – Pulaski PD

Director Larry Ullmer – County Rescue
Chief Andrew Smith – Green Bay PD
Chief Kurt Minten – Lawrence FD
Chief Tom Kujawa – UW Green Bay PD

A regular meeting was held on **January 25, 2017** at Brown County Public Safety Communications Building, 3028 Curry Lane, Green Bay, WI.

I. Call to Order

The meeting was called to order by Public Safety Communications Advisory Board Chair Chief Derek Beiderwieden at 10:04 am.

II. Roll Call

Present: Chief Derek Beiderwieden, Chair
Sheriff John Gossage
Chief Mark Hendzel
Chief David Litton
Chief Eric Dunning
Chief Al Matzke
Chief Kurt Minten
Chief Rich VanBoxtel
Chief Tom Kujawa
Director Larry Ullmer

Also Present: Cullen Peltier, Brown County Public Safety
Jodi Meyer, Brown County Public Safety
Joe Massie, Brown County Public Safety

III. Approval/Modification of the Meeting Agenda

A motion to approve the January 25, 2017 agenda was made by Sheriff Gossage and seconded by Chief Minten. Unanimously approved.

IV. Approval/Modification of the Minutes – July 27, 2016

A motion to approve the July 27, 2016 minutes was made by Chief Litton and seconded by Chief Minten. Unanimously approved.

V. Communications Center Update

The center recently hired 3 new Telecommunicators and they are in their second week of classroom training. This leaves a vacancy of one full-time Telecommunicator position. The next group that will be hired is in approximately two months. There were recently three internal promotions; Lauri Maki III previous Telecommunicator accepted the Emergency Management Coordinator position within Emergency Management, Joe Massie previous Communication Supervisor accepted the Communication Specialist position and Samantha (Mary) Richardson previous Telecommunicator

accepted the Communications Supervisor position (Joe Massie's old position). The center implemented a new schedule for 2017 which includes the following shift groups; 10 A's, 10 B's, 12 A's and 12 B's that creates more flexibility. All Communication Supervisors changed their work schedules and are all working 12-hour shifts now. When the center is fully staffed it gives more overlap and offers more opportunities to work on initiatives that they participate in. For 2016, the overall turnover was low at less than 10%. The 2016 budget had a surplus which will be used this year for Communication Leads to take Leadership Training. Also in February of 2016 inversed hours were over by 300% which is normal.

VI. Phone/CAD Upgrades Update

Phone: This update has been going for a while. The last hang-up with the phone system has been the Text 2 9-1-1 project. As of today, when completing the final testing for the Text 2 9-1-1, there was a timing delay between the text control center and our Vesta System. Texts were getting hung up and locking up our system. This issue was going back and forth for about a month resulting with Vesta applying a hot fix and it is planned to retest later today (January 25, 2017) with all of the carriers. If this test passes the plan is to retrain the staff on February 7th and will effectively be (soft) live. After a few texts are under our belts and staff is comfortable, this will be advertised and promoted to the public. The center was very fortunate to have a staff member, who knew someone from Northcoast Productions that put together, free of charge, a PSA for the texting. There is one more quick edit that needs to be done and it is ready to go live with a couple of press releases out to the public so they are aware of what is going on.

The CAD Upgrade project has been moving slower than anticipated. There have been multiple discussions going back and forth with the statement of work to make sure it is solid. There are about three or four outstanding issues that staff is working with Securus on and hopefully be resolved in a short period of time then proceed farther into the implementation. Currently staff has been exchanging data and Securus is starting to look at the data conversion on their end. Securus is working on the mapping and we have been working with our GIS staff and their GIS staff making sure they have the right data in the right format. All of this has been going on behind the scenes but we have not seen anyone physically out here yet working on the implementation of the project. Cullen was asked at MABAS what the timeline looked like and he is being told 18 – 24 months for the implementation. Cullen was then asked why it was so long and it is making sure the data conversion and mapping are accurate so that we do not get into any issues of dispatching to wrong locations. The data conversion is a huge part of the project, testing and retesting to make sure it is spot on before we go live with the system. Securus has also been working on all of the interfaces. Cullen mentioned at the Police Chiefs meeting that one of the interfaces that was not included was the TRACS interface and it will be taken care of. Securus is also currently working on this as well. Chief Dunning asked while they are going through the testing phase and getting closer to the implementation if a department can act as a "guinea pig" before the complete cutover. Cullen answered that we have not arrived at that part yet but believes that there will be testing, training environments then a complete cutover. Cullen is unsure if that is set in stone but will mention that on the next weekly call with Securus. Chief Dunning also mentioned that when they went through the TRACS conversion the first time that their department was the "guinea pigs" to work out the bugs first before the big state switchover. Now since the big state switchover everyone is running into issues right now. Dunning recommends that there is a test phase before the all in phase to help transition so instead of having all agencies with the same questions/issues this can be worked out. Cullen was thinking how this would work and that Ashwaubenon would be a strong candidate for that position but will have that discussion on the next conference call.

The City of Milwaukee was here at the center January 24th because they are looking at doing some internal changes. They are looking at other larger PSAP's in the state and decided to come up here to tour. Some of the discussions included policy, procedures and training. Milwaukee is currently on Securus so there were some conversations about their initial "hick-ups" when they first moved over. Once they got to the Project Manager that we currently have, everything went smoothly and do not have any issues right now. The administrative side seems to be happy with the product however we were not able to ask the dispatcher side of it. If anyone is interested in seeing it live on the fire side to get the boots on the ground perspective vs. the administrative perspective, Cullen could arrange something to go down to the City of Milwaukee to see how it operates. They currently do not have the Police side up.

VII. Standardization Operating Procedures Update
(No updates were given).

VIII. Dispatch Users Group (DUG) Update
(No updates were given).

IX. Roundtable
Cullen summarized that at the last meeting Barry Irmen, Brown County Medical Examiner, had the discussion regarding the use of talk groups. Ultimately what was discussed at this level was that we would provide them with Brown County Main and the interop talk groups if they so choose. They would be able to communicate with us via Main and if there was an emergency situation they would be able to move over to the interop and all of the other agencies would be able to communicate with them via interop. That seemed to be a consensus with the members present on November 1st (no quorum) Cullen then put out an email with this information to the Advisory Board and asked for feedback if there was any concerns. One response email came back affirmative so Cullen figured it was ok without voting amongst the Board. Cullen had a discussion with the Medical Examiners and believes they had their radios programmed. Once the programming is complete, Cullen will make sure all of the Agencies are aware.

Sheriff Gossage brought up that thanks to Cullen, Capt. Sandberg was working on and able to utilize the highway signage display boards with the state to alert drivers by notification that there is a wrong-way driver on the highway. They did that down in Milwaukee and has been very effective and will be a good tool, however there are still issues on how to educate the public on when they get to the roundabouts. They currently are getting turned around and start going the wrong way. Obviously there was that double fatality in Howard that was a forward steam and was difficult for all of those involved that helped including the Comm Center. Gossage was talking to one of his Chiefs and evidentially one of his off duty- officer/firefighter was the first one on the scene and went out into the water to get them extracted from the vehicle. Difficult thing but believed everybody was debriefed. Cullen thanked Sheriff Gossage for the offer of allowing our staff to attend the debriefs and that it is very helpful.

Chief Matzke introduced himself as Chief Al Matzke from De Pere Fire & Rescue and that this is his first meeting and hopes he can be an asset.

Chief Litton announced there is a new Assistant Chief overseeing the Emergency Medical Services Division, Training Division and Support Services which is Chris Ehmann. He has been with the department for a long time and has been a dispatcher and has always been on the street. He recently was a Battalion Chief and has been chosen to move up to Assistant Chief. We hope to have some better communication and interaction and have been doing very well so far. Cullen

added that when he came over to PSC in 2012 and did that study where Kevin Conrad and Lisa S from Green Bay, Chris was part of that study that we put together and a lot of great things came out of that. He was very good to work with and very happy to be working more with Chris.

Joe Massie mentioned one thing that was overlooked was in the June timeframe, the center is looking at a radio conversion upgrade that shouldn't involve a lot of change. The initial phone call kick-off will occur in the next two-three weeks but does not appear to be anything major. Cullen added the last upgrade had no impact whatsoever on the users but will keep agencies informed when that is and will have a backup plan in place. The center will have the backup plan reiterated and in place before going to the upgrade.

Chief Litton also mentioned that they did use the DVRS out at the corrections facility on Tuesday and received feedback that it did not work. Joe Massie also added that they had a couple guys out at GBCI yesterday that were looking at wanting to do some evening radio checks with us to make sure everything works fine. They want more coordination with us especially if they are going out on something outside of the walls and if something goes bad.

Chief Biederwieden was wondering if it was just their TRACS moving very slow, like snail slow and it take Officers forever to get. Other Chiefs agreed that it was a state thing.

Director Ullmer said County Rescue is looking at purchasing a product called Active911 similar to IamResponding. They primarily looking at to communicate with our First Responder Network which is still VHF and this would allow getting updates. Active911 should work with the system and do not think it should be a problem. They had discussed this with Ryan. Cullen had asked to keep Joe Massie copied in on communications just in case this leads over into his area. Ullmer said it should still be a month or two as they are still trying to make sure they have their head around it. It does do messaging and allows mapping which will do a PSAP drop to the first responder, right to their phones. It would be a very helpful tool. It is like a text to email that gets into the Active911's email system, their software gets it out to the end users. Joe asked if this would allow updates to call notes when the comm center has them staged. Ullmer believes so. IamResponding is designed for Fire Departments; EMS uses it for a different reason, for communication.

Chief Minten said in regards to the Fox River District, Al sent out an email looking to go live on March 1st with the single page to east and west side which hopefully will make it easier for the dispatchers.

X. Other Matters

No other matters.

XI. Next Meeting

The next meeting will be held on April 26, 2017 at 10am.

XII. Adjourn

A motion to adjourn was made by Chief Minten and seconded by Director Ullmer.
Unanimously approved. Meeting adjourned at 10:32 am.